Best Practice 1:

1. **Title of the Practice**

Holistic Development of students during Covid-19 Pandemic

2. **Objectives of the Practice**

- Confidence building and stress management
- Self care enrichment through Meditation
- Making students employment ready

3. **The Context**

In the beginning of Academic Year 2020-21, IQAC planned different activities for the students keeping holistic development as aim. Due to Covid-19 pandemic and lockdown situation many students are facing mental pressure. Hence to help students to come out of mental stress and to make them self-reliant, the Institute organized Counseling sessions for stress management, Self care enrichment and career guidance.

4. **The Practice**

To inculcate positivity and confidence in students, the Institute decided to start learning with the recitation of Ashram Geet and Omkar Sadhana. The Coordinator of Heartfulness Meditation Mr. Prem Apte Sir conducted meditation sessions for all students. Ms. Anagha Kulkarni conducted counselling sessions for self care enrichment. Various employability skills enhancement programs like Aptitude training by Skill Gurukul, TAAP and GoIT by TCS and Soft skills by Cognitive Exchange were conducted for students.

5. **Evidence of Success**

Positive impact of Holistic development plan was clearly visible through Result and placements of college students during 2020-21. Total 16 students for final Year BCA got placement opportunities in many MNCs. The passing percentage of outgoing students is 97.9%.

6. **Problems Encountered and Resources Required**

Initially students were less responsive during Counseling sessions. It took time to break the shell of hesitation. It has been observed that students should work on Communication skills for increasing chances of getting placement.

Best Practice 2:
1. **Title of the Practice**
   Use of Learning Management Software and other tools by Staff and Students to promote efforts under Green initiative
2. **Objectives of the Practice**
   - Use of google tools
   - Use of Educloud for Virtual Class and Teaching-Learning Activities
   - Presentations, Assignment submission
   - Saving physical Storage, Papers and maintenance for the same.
   - Data is retrieved any time, anywhere from the cloud.

3. **The Context**
   The Institute implemented Educloud Learning Management Software in the Year 2019 to automate Teaching-Learning Activities. The academic year 2020-21 being a Covid-19 pandemic year, most of the Teaching-Learning activities are shifted to online platforms. Considering automation and ICT as a need of an hour, Institute promotes use of Google tools, Educloud functionality by Staff and students for carrying out Teaching, learning and evaluation activities without hurdle. Also it helped the Institute to promote paperless teaching under the Green Initiative.

4. **The Practice**
   - Google Tools: During online mode of Teaching-Learning and Work from home situation, Google tools played a vital role in carrying out collaborative activities. Faculties used Google slides,Google docs and Spreadsheets for lecture delivery, Report writing and for evaluation respectively. Google forms were used for online evaluation.
   - Educloud(LMS):Virtual class facility of educloud helped Faculties to conduct online lectures through Google meet Platform. Faculties prepare and share lesson plans using the syllabus repository module. Every day students get notification for lectures set by respective faculties as per time table.Study materia and recording of online sessions is also available with Students. Even the alert for daily lecture attendance is available with students through the Educloud app.
   - Presentation and Assignment: Students can submit their assignments in softcopy on educloud which promotes paperless initiative. Students gave virtual presentations using google slides feature. They also share presentations in google drive.

- Data on Cloud: The data of faculties and students is available on cloud, so it gives centralized access to all authorized users.It also makes data more secure by promoting Integrity, Availability and Confidentiality.

5. **Evidence of Success**

The effective utilization of Educloud Software(LMS), Google tools and other ICT tools the activities of Teaching, Learning and Evaluation were carried out smoothly during academic Year 2020-21.
Students attended online lectures remotely through Google meet platform. They got access to the Study material which helped them prepare for the examination. The examination and evaluation process was successfully conducted.
Time to time announcements by Institute Authority helped students to get updates.
Emphasizing on softcopy assignment submissions and online evaluation , Institute promotes paperless work under Green Initiative.

6. **Problems Encountered and Resources Required**

Use of technology driven tools like Educloud, Google tools was a problem for some students. Adapting a new way of Teaching-Learning was a challenge for students and their parents. To face this challenge, faculties conducted sessions on Educloud functions and its utility. Faculties also make students aware about the process of attending online lectures during orientation. Insufficient internet bandwidth at student's side sometimes created a hurdle for students during online lectures. This problem of getting disconnected was answered by the recording facility provided by Educloud Software.