



Best Practices

Best Practices – 1

Title: Instilling Social Responsibilities

Objectives of the Practice: The objective is to instil social responsibility among the students and make them individuals compassionate towards community and contribute to the health and welfare of society.

Context: This year was observed as a year of Social Responsibility, therefore, the college envisioned to develop social accountability among students in the following context:

- to develop social skills/traits such as courtesy, respect truthfulness, honesty and fairness
- to develop responsibility for one's own behavior
- to develop responsibility for self and others • to develop respect for cultural backgrounds
- to foster respect for heritage • to teach methods for responsible decision-making and moral choices

Practices: In the creation of culture of social responsibilities in society and as an active agent of social change, the college has undertaken myriad of activities that address both self-competitive interests welfare of the society are as listed:

- The college organized “Drug Abuse Day” in the premises.
- Workshop on “E-Waste Management”.
- NSS organized “Swachhta pakhwada”.
- Debate and speech competition on “In the Opinion of the house, over exposure to social media is leading to decline in ethical values and depression in the youth” and “Power Corrupts and Absolute Power Corrupts solutely” respectively.
- Speech Competition on “My Country My Responsibility”.
- NCC unit conducted “Formation of Human Chain” for Election Awareness.
- NSS unit organized Quiz Competition on “Swachta”.
- Group Discussion on “Resources in India”.
- Quiz Competition on “Current Economics Issues”.
- Biodiversity Awareness Programme at Dumna Nature Reserve, Jabalpur
- Poster Slogan competitions on “Save Environment”.
- NCC unit conducted “Swachhta” week.
- NSS volunteers participated in “Swachhta Shapath” and Rally on “Swachhta”.



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College with Potential for Excellence (CPE) by UGC

DST-FIST Supported Star Scheme by DBT

Internal Quality Assurance Cell

- NSS volunteers participated in Human Chain on “Matdata Jagrukta” at Tagore Garden, Jabalpur.
- NSS organized Slogan and Poster competitions on “Swachhta”.
- Lecture on “Cyber Crime and Security” by Shri. Amit Singh, Superintendent of Police, Jabalpur.
- NCC celebrated Surgical Strike Day and NSS organized tree plantation.
- NSS organized Quiz Competition on “Matdan” in the college”
- Celebrated Pink Day to empower women for voting.
- NCC cadets attended the Self Defense classes.
- Celebrated vigilance awareness week.
- NSS organized Debate Competition on “Matdan”.
- NCC NSS organized Blood donation camp.
- Organized an AIDS awareness programme, rally and Nukkad Natak.
- Celebrated National Youth Day in memory of Swami Vivekananda.
- Participated as surveyor under the banner of “Unnat Bharat Abhiyan”.
- Organized a “Health and Waste Management Awareness Programme” at Khamaria village, Jabalpur.
- Organized Seminar on “Role of Income Tax in Nation Building”.
- Celebrated “Voters Day”
- NCC students organized an awareness programme about Traffic Rules.
- Organized a guest lecture on “Intellectual Property Rights.
- Organized a Seminar on “Envisioning A Healthy India: Hygiene, Mother and Child.”
- Organized Organic Rangoli Competition on “Nature”.
- NCC unit celebrated World Water Day at college.
- Organized a Voter Awareness Program with demonstration of EVM and VVPAT Machines.
- NSS organized a rally on “Vote for Democracy”.
- NCC cadets participated in Neon race for democracy.
- Hanged Sakoras (earthen pots) on tree branches to quench thirst of birds during summer season.

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Best Practices – 2

Title: E-Governance: An effective way of Institutional and Educational Administration

2. **Objectives of the Practice:** The main objective is to improve efficacy in the working of institution, increase in transparency and accountability of educational administrative activities, convenient and faster access to services, and lower costs for administrative services. Further to increase the efficiency of the various departments and reducing duplication, to access online information and submission, networking with all stakeholders leading to enhanced efficiency in delivering service, access to information regardless of physical location and thus removing distance barriers thereby leading to significant reduction of transaction costs, time, space, and manpower

3. **Context:** In the pursuit of improving the everyday working and management of Students/Staff information and administrative works, the college has given prominence to efficient ways to connect, collaborate and communicate through multiple channels such as web based ERP eCAS (Enhanced Campus Automation system), centralized file sharing system, Institutional domain E-mails, WhatsApp group, website and EduSAC through high bandwidth data servers via intra and inter web based and mobile devices.

4. **Practices:** E-Governance is practiced and made more effective by bringing revised and higher version of Enhanced Campus Automation System (eCAS). eCAS Modules/Features

- Student Management System
- Accounting System
- Fee Management System
- Online Admission System
- Library Management System
- Examination System
- Attendance System
- Office Administration
- OMR Barcode Integration
- Online Payment Gateway
- SMS Gateway
- Email Integration



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Internal Quality Assurance Cell

- ID-Card Generation
- Online Result
- Online Feedback
- Online QuizPad
- Online Request (Enquiry) System
- Notifications
- Opportunities
- Android Mobile App eduSAC College ERP software has been updated to a newer release no. 1.3.1.8 ERP system eCAS (Enhanced Campus Automation System), EDUSAC mobile app, academic management portals take care of various activities like admission, attendance and internal assessment, office management, student profile, accounts and students' grievance redressal.

Software Updates:

- Software was updated in order to meet the requirement of the CBCS pattern of the examination.
- M.Com. scheme of examination, result processing system has been incorporated in the Examination Module.
- Report panel has been updated to generate 'Crystal Reports' for faster retrieval of information.
- Global IP changed in all applications/Softwares running on Servers migrated from Tata Telecommunications to
- Purennet Telecom Pvt. Ltd.
- Admission module has been redesigned as per the need of current year requirements.
- Other regular maintenance/reports/backups/messaging/etc. are done in regular basis.
- Open Internet access point has been setup in multiple places in Campus to provide free Internet browsing to
- students and staff. SMS gateway has been integrated so that users can be registered themselves easily using
- OTP sent by the system.

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