

Best Practice for the session 2019-20

A. Title of the Practice: Workshop on personality Development and Mind Power

1. Objective of the Practice:

Objective of the practice is to develop self confidence of the students and motivate them towards global competition and to introduce them with their self potential hidden in every individual.

2. The Context:

Final year students especially rural background are generally found lacking in adequate because of need and necessary skills to apply for jobs or to face an interview. Such skill gapes fail them making their marketability in spite of their requisite degrees. In order to plug these loopholes and to add value, the college decides to provide its final year degree students a sort of finishing school. As a first step to this a workshop on personality development and mind power become necessary initiation.

3. The Practice:

The semester VI commences in January and so towards last part of February it was decided to provide them an expose by conducting this workshop by roping in a renowned motivator of Assam Dr. Sailen Das an imparting alphabets of preparing for a job from preparing a resume to writing as job application to facing the interview.

4. Evidence of Success:

The event was a great success not because it was well attended but because it succeeded in evincing great interest in them on its necessity. They would realize their deficiencies and a necessity of a scientific approach to overcome them. They realized that they needed polishing. Such a positive response will help us go farther in addressing the issues.

5. Problem encountered and resource required:

Initially students were found to be not much interested and so less serious to such a programme, their prime focus being a curriculum. After some cajoling they were persuaded to attend it first for a change. Most of the students being first generation learners lacked enough motivation and confidence to really think of competing at state or national level.

So far as resources required organizing such an event is mini-scale. But to organize it regularly or as effectively as a finishing school would require some money which can be borne partly by the students and partly by the institution's placement cell.

6. Notes:

Following this event it's strongly felt that such programmes need held quit regularly and more vigorously so as to make our graduates prepare for the job market. In fact, final semester must have

enough room in the syllabus to fine-tune the soft skills and personality quotient to make pupils job worthy and job ready. Thus serious effort has to be made in making of a regular exercise rather than a one-off event.

B. Title of the Practice: Installation of Online Admission Process

1. Objective of the Practice:

Objective of the practice is to embrace information technology with an urge of Digital India to strengthen the Management information system of the institution.

2. The Context:

By offering a branch of nationalized bank (Indian Bank) to run on rent in the campus the college was greatly facilitated in making of cashless. Students paid all their dues through Challan printed and supplied by the college office. Enthused by its immediate success coupled by the commitment to environment an issues the college took the next steps of moving towards paperless transaction. The college decided to introduce online office software through which prospectus, admission form, feedback forms etc. would be available online electronically, saving more than one Lac pages of papers every year.

3. The Practice:

The college adopted online admission system, a software purchased from a Guwahati Firm “NE Tech Solutions” in Nov/2019. It included students’ module, departmental module, faculty module, alumni module, besides admission both into college and hostel. As a result the college prepared itself for the first time to take online admission in all classes. The printing of prospectus and application form was done away with. When COVID-19, the pandemic struck many neighboring colleges grappled with admission alternatives without physical contact we were better prepared to sail through.

4. Evidence of Success:

Students sought and got admission into various classes at entry point in a really open and transparent manner purely on merit in a more visible way. Students from far away districts could admit themselves comfortably from their homes. Its number grew especially in science and vocational courses.

5. Problems Encountered and Resource Required:

As it was the maiden attempt of digitalization in a massive scale the college faced a number of problems starting from online sorting of applications to approval of the selected list to channelize payment system in its gateway etc. the office put an extra effort and the response from students was very encouraging. The total cost of the project was Rs 30000/. But every year the college used to spent a similar amount in printing prospectus only. Moreover it’s a one off expense. Once the software was procured it would only require minor expense of servicing only from the subsequent years. It could save paper and also would save money; a win-win solution in the long run.

6. Notes:

Digitalization is the way ahead in every field and so is in educational instructors. Though initially it seems challenging especially in a rural set up like Rupahi, it saves lot of labour, hardship, money and the most importantly the environment. At the same time it is open, transparent and effective and very easy to stored retrieve data that was fed in.