**Best Practice 1**

Title: THE ADVANCEMENT OF GCOE JAMMU INTO A DIGITALLY EMPOWERED INSTITUTION

**Objectives of the Practice:**

1. To increase the usage of ICT for Teaching Learning and other allied areas of the institution.
2. To modernise the various procedure for record keeping by keeping an eye on efficiency, reliability and accuracy.
3. To upgrade the ICT infrastructure to the level of state of the art infrastructure.
4. To connect different portions of the college through computer networking.
5. To reach a larger audience for training and other programmes offered by the College.
6. To acquire and introduce the latest technology and upgrade existing ICT infrastructure.

**The Context:**

COVID-19 pandemic became one of the strong reasons for immediate shift toward the use of ICT based infrastructure in the educational institutions for delivery or transaction of course curriculum. Even though it became a major reason for immediate shifting to the online or digital education but there were plans before that to increase the ICT infrastructure in the institution keeping in view the Digital India Initiative. The process of digitising the traditional methods of teaching with the help of augmentation of ICT infrastructure paved a realistic way for modern education enabling efficiency, reliability and accuracy. In addition to online teaching-learning, all administrative and accounting operations have been completely digitised in the context of Covid-19. As a result, the epidemic has contextualised and magnified the College's ongoing digital transformation.

**The Practice:**

In the last few years, there has been a consistent funding for augmentation of ICT infrastructure in the college campus. The college classrooms are now equipped with smart boards with UPS. There are few locations where smart boards with projectors are installed. The college has installed four interactive flat panels and two android based smart panels for efficient delivery of academic content. In addition to this the library of the college is automated through KOHA- an open source software. The library of the college is networked through college computer lab via a switch. In addition to this, the internet connectivity is provided through BSNL fibre with bandwidth speed ranging between 50 to 80 Mbps. Most of the computer are provided uninterrupted power backups through online UPS. The college has recently established a browsing centre with 10 All in One desktop computers, Online UPS, powerback up through generator set. The college is the process of establishing an e-Content Digital Studio for preparation of e-content. Campus-wide surveillance has been ensured through the installation and maintenance of CCTV cameras at all strategic locations. Further more, the augmentation of ICT infrastructure has resulted into establishment of research hub in the college and with the inclusion of SPSS 27.0 software for data analysis, the college has become one of the few institutions having full access to the data analysis software. The college maintains the attendance of the

employees through biometric machines with thumb impressions as identity verifier. The faculty members have been provided with desktop computers and laptops. All the administrative offices have been fully computerized and equipped with scanners, printers, internet facilities, and necessary software.

## Evidence of Success:

1. There is an increased use of ICT by the teachers in classroom teaching, evaluation and assessments, use of audio-visual resources, applications to engage the students, recording/uploading lectures in various platforms, data analysis through software.
2. The library is automated with KOHA with different modules offering efficient services to the students as well as faculty members. Procurement, accession and issue/return of books from the Library has become easier and faster.
3. All the financial transactions are now done through GeM and authenticated through digital signatures.
4. The use of ICT supportsprompt decision making and quick action.
5. The delivery of content by college faculty was done through Google Classroom, Zoom App, etc.
6. Having state of the art infrastructure in the college has resulted in changing the attitude of learners.
7. The online admissions and online examination results are now possible with the ICT infrastructure.

## Problems Encountered and Resources Required:

1. The non-availability of dedicated/strong network connectivity (low bandwidth) from the service providers is a major handicap in the use of ICT facilities.
2. In the beginning, some non-teaching staff found the transition to ICT-based work, time consuming and difficult.
3. The online teaching-learning through ICT platforms cannot completely compensate for the face-to-face lively interactions.
4. The teachers are constantly endeavouring to find ways and means to fill the gap between the offline and online teaching-learning process.
5. The non-availability of technical staff for the proper maintenance and upkeep of ICT infrastructure. i.e Computer Assistant/ Network manager/Network Assistant/Network Administrator, etc.

## Best Practice 2

Title of the Best Practice: Share and Care during Pandemic

## Objectives of the practice:

1. To engage the students to shift their attention from panic to peace.
2. To acquaint the students as well as faculty with use of ICT to conduct various activities.
3. To provide an online platform to the students to express creativity and strengthen the bond with others.
4. To take care of mental health of students during COVID -19.
5. To transform the disaster into opportunity.

## The Context:

Govt. College of Education, Jammu performed social responsibilities such as collective approach , Share and care etc. since COVID -19 outbreaks to its peak. It was observed that life has become stagnant and most of the students and faculty members were under stress due to lockdown and panic caused by the increase in the no. of cases. Within no time GCOE started to engage the students into various activities that were in practice before Pandemic. With the help of IT experts of the college, faculty as well as students became well versed with use of technology for online teaching and to conduct various activities. GCOE tried to reach the unreached with use of ICT and motivated faculty who kept the students busy in some activities.

## The Practice

To generate and to strengthen the awareness on COVID-19, its prevention and control, GCOE conducts first ever online programme on 15th April 2020.Institution encouraged the students to express their thoughts, feelings and creativity through the various art forms. The college came up with a creative idea of promoting masks. A MASK MAKING COMPETITION, themed #AapkaMaskAapkiPechaan was organized. Rationale behind this activity was to engage the students at tough time of pandemic. In the end there were 20 participants who showcased their amazing masks including teachers. Various programmes to conserve the nature were the main highlights during this time. College tried its best to assign various types of activities to its students. The pandemic had propelled the popularity of online learning with Google Classroom being widely used by the educational institution. So college provided its students as well as faculty with Produtivity Enhancement Programme that was exclusively designed to acquaint them with use of teaching apps. In order to ensure the mental health of students, college organized various programmes in which queries of students were resolved and were being motivated to strengthen will power and grit during the darkest phase of the century.

## Evidence of the success:

1. Workshop entitled "Destress Yourself" organized in order to make a stress free environment during the pandemic.
2. The Productivity Enhancement Programme (PEP), a six day (18th -23rd August 2020) special programme designed to increase the productivity of faculty members (on online) learning of the Higher Education Department.
3. Creativity programme to motivate the students to understand the importance of mask as an essential.
4. Awareness through Poster Campaigns, Educating Locals.
5. Awareness programme on COVID-19, its prevention and control.
6. At the end the session it was observed that students were more expressive to discuss their problems that was very helpful to retain their mental health and hygiene.

## Problems Encountered and Resources Required:

1. Hesitation among students and faculty related to use of ICT was the main challenge to execute such programmes.

2.  Poor Connectivity was another in the line. Many students who belong to remote areas were not able to participate inspite of willingness.
3.  Being a Government institution, a section a students come from poor socioeconomic strata, so it was challenging for them to buy mobiles during the tough time of economic crunch.
4.  Online platform was not able to deal with all the queries and problem faced by the students.
5.  High speed dedicated internet connectivity for interruption free delivery of content.