# Babu Anant Ram Janta College, Kaul, Kaithal

(Affiliated to Kurukshetra University, Kurukshetra (Haryana))

Best Practices: 2021-22

# **Best Practice-I**

### 1. Title of the Practice

Upgradation of College Infrastructure including Library in Qualitatively as well as quantitatively

# 2. Objectives of the Practice

To provide the best and modern infrastructure to students as well as to the faculty so as to upgrade the quality of teaching learning and also up gradation of library is important as a college library's functioning supports the objectives of the college i.e. study, teaching and occasional research. The college library provides the reading material to satisfy the information needs of students and faculty.

### 3. The Context

Modern and technologically advanced infrastructure is the primary requirement of any educational institution. College got a grant of Rs. 1 Crore from RUSA which gave the needful impetus to qualitative as well as quantitative upgradation of the infrastructure in the college. Further Rs 20 lakhs had been invested by the college in the upgradation of college library as well as the college campus.

### 4. The Practice

The college initiated upgradation of its infrastructure with 3 smart classrooms, 1 seminar hall with capacity of 400 people, 1 IQAC room, 4 office rooms/stores, wall constructed to separate ground from the college campus, Physical lab, ramp, gate.

# 5. Evidence of Success

Upgradation of infrastructure in respect to quality as well as quantity has resulted in increase in co-curricular and extension activities in the campus.

# 6. Problems Encountered and Resources Required

Work of upgradation hinders due to Covid -19 pandemic but the college got it done well in time.

# **Best Practice-II**

### 1. Title of the practice:

Skill Enhancement Courses/add on courses

- (i) Certificate Course on Computerized Accounting with TALLY in collaboration with Guru Gobind Singh Institute, Pehowa.
- (ii) Certificate Course on Communication Skills
- (iii) Certificate Course on Environmental Chemistry

#### 2. The context

In the current competitive dynamic world, students need to sharpen their skills and extend their knowledge horizon beyond the regular university degree so that they can out space their competitors. In view of their interests and demands, the college collaborated with Guru Gobind Singh Institute, Pehowa to start an add on course in the field of Computerized Accounting with TALLY in the academic year 2021-22. On the same time two more certificate courses (i) Certificate Course on Communication Skills and (ii) Certificate Course on Environmental Chemistry were organised. These add on courses have made students professionally more qualified and industry-ready.

• The faculty of Guru Gobind Singh Institute, Pehowa trained 26 students in Computerized Accounting with TALLY and Certificate Course on Communication Skills and Certificate Course on Environmental Chemistry were taught by faculty of the college.

### 3. Objectives of the practice

Skill enhancement courses/add on courses are conducted to empower students with the fundamental knowledge of area of Specialization. To introduce students to practical world of decision making which connects to industrial requirements in better way. To allow students to go beyond their curriculum and facilitate them to extend their interest level in each area.

#### 4. The Practice

- I) To be familiar with the complete course outline/Course Objectives/Learning Outcomes/ Evaluation Pattern & Assignments
- ii) To distinguish among various levels of organizational communication and communication barriers while developing an understanding of Communication as a process in an organization.
- iii) To draft effective business correspondence with brevity and clarity.
- iv)To stimulate their Critical thinking by designing and developing clean and lucid writing skills.
- v) To demonstrate his verbal and non-verbal communication ability through presentations.

### 5. Obstacles faced if any and strategies adopted to overcome them

No such obstacles were faced by the students and the college.

### 6. Impact of the practice

This is the age of computerization. For fast processing of data and maintaining of accounts, TALLY is very effective. This Course enabled students to get professional knowledge about TALLY. Effective communication is an integral part of life. Students learnt how to communicate in business effectively. Also Environmental chemistry made students to perform simple calculations to determine some basic parameters in environmental samples.

# 7. Resources required

No huge resources were required to conduct these add on courses.

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