

INSTITUTIONAL BEST PRACTICE, 2020-2021

BEST PRACTICE - 1

Title of the Practice: Quick adaptation to changes and continuing to deliver comprehensive and holistic education to students despite the challenging circumstances placed by the COVID 19 related pandemic lockdown.

Objective: Meeting the challenges posed by advent of online education with students preferring to remain at home during the pandemic and ensuring academic engagement on the part of the students during lockdown.

Context: The online lessons frequently became boring for the pupils during the COVID 19 pandemic-induced lockdown. The faculty occasionally found it challenging to maintain the students' interest throughout the class. Thus, it was agreed at the institutional level to host numerous webinars on fascinating topics for the various departments and various courses. The pupils were given the opportunity to hear from experts and learned speakers.

Practice: During the pandemic, the Institute adopted best practices to ensure the continuity of education. Here are the key practices that were followed:

- 1. Conducting Online Classes for Students:** The Institute utilized robust online learning platforms for virtual classes via Zoom and Microsoft Teams platform. Regular communication and support for students facing technical issues was ensured. Recorded lectures were available for students to access asynchronously. Books in digitized form were made available to the students.
- 2. Engaging Students through Webinars and Workshops:** The Institute invited guest speakers and industry experts for webinars and workshops for students during the pandemic which becomes even more crucial. As traditional in-person classes faced challenges, webinars and virtual workshops provided an effective means to continue educational engagement, ensuring students have access to valuable learning. Virtual events offered flexibility, allowing students to participate from the safety of their homes, accommodating the disruptions caused by lockdowns and social distancing measures. Engaging with external experts virtually contributed to students' mental well-being by offering a break from isolation, fostering a sense of community, and providing intellectual stimulation.
- 3. Assignment Mode for Simplified Assessment and Online Examinations:** The assessment system was formalized and simplified in this difficult time for the students which offered several benefits tailored to their comfort and well-being. Assignment provided students with the flexibility to choose a suitable time to complete the work, accommodating diverse schedules and potential challenges faced during the pandemic. Simplified assessments reduced the volume of information students needed to prepare for. This reduced the stress and anxiety associated with complex exams. Conducting assessments online eliminates the need for students to gather in physical spaces, prioritizing their health and safety during the ongoing pandemic. Thus, simplified assessments and online examinations during the pandemic prioritized students' well-being, offered flexibility, and promoted a fair and adaptive learning environment, ensuring that the assessment process aligned with the unique challenges posed by the ongoing global situation.

4. **Limiting the Number of Online Lectures for faculty:** Limiting the number of online lectures provided teachers with the opportunity to maintain a healthier work-life balance. The pandemic has increased workload and stress, and reduced teaching hours contributed to overall well-being. Teaching online required additional effort in terms of adapting to digital tools, addressing technical issues, and navigating new teaching methods. Reducing the number of lectures helped prevent burnout, ensuring sustained enthusiasm and effectiveness in teaching. With fewer online lectures, teachers dedicated more time to lesson planning, creating engaging content, and providing meaningful feedback to students. This contributed to higher-quality teaching and learning experiences. Thus, reducing the number of online lectures for teachers during the pandemic was crucial for maintaining their well-being, preventing burnout, improving teaching quality, and fostering a positive and effective online learning environment.

Evidence of Success: The webinars were able to enthuse and motivate the students. The success was also imaginable by the enthusiastic questions asked by them to the panelists. The success was found from the positive feedback given by the students. The online examination initiative proved to be successful as the principle stakeholders were satisfied with the outcome. There were no complaints insofar as the conduct of the examinations was concerned from the students. The results were published on time. The results trend more or less matched those of the previous years.

Problems Encountered and Resources Required: Since the online examination module was being used for the first time, there were some teething technical problems. For instance, since some of our students were giving their examinations from their home towns, internet connectivity was not always what was desired. Thus students sometimes faced trouble receiving and sending examination related mails.

J.D. BIRLA INSTITUTE

DEPARTMENTS OF SCIENCE, COMMERCE & MANAGEMENT

INSTITUTIONAL BEST PRACTICE, 2020-2021

BEST PRACTICE - 2

Title of the Practice: Engaging students and staff in charitable work for those impacted by the lockdown during the COVID 19 pandemic.

Objective: Demonstrating compassion and easing some of the problems experienced by the less privileged during the lockdown.

Context: People experienced severe hardships during the COVID 19 pandemic-induced lockdown in terms of access to food, the ability to continue their education, the availability of necessary supplies, and other factors. The faculty and students at JDBI agreed took it on themselves to assist their less fellow citizens in their hour of need.

Practice: The Institute identified certain causes to which it could contribute so as to make a difference in the lives of the less privileged.

1. The NSS-wing (Science Departments) organized a teaching activity, Teach Rural India Today with the underprivileged children of the primary sections of two NGOs of Kolkata (Parichay Ek Pechan & Seva Kendra). 47 NSS volunteers from the departments of Science participated and taught 301 underprivileged children online from 9th to 28th November 2020.
2. The Alumni Association of J.D. Birla Institute in association with the NSS Units of the Institute has undertaken Mission Annapurna: Food for all, an endeavour to reach out and feed the less fortunate families during the unprecedented pandemic situation. The mission commenced for a period of 30 days on 25th May 2021. A van was hired and it traveled to various locations in the city and students and staff distributed food (Roti, Sabzi and Boondiya) in their respective areas to about 300 people per day. There was an overwhelming response and over Rs. 2 lakh have been raised by students, faculty, staff members & external donors for the purpose.
3. The NSS-Unit (Departments of Science) has undertaken Mission Saksharta: Good Mental Health, an initiative to conduct online tutorial classes and interactive sessions for the less privileged children of three NGOs Parichay-Ek-Pehchan, Calcutta Social Project and Child Rights and You (CRY). The mission commenced from 24th May, 2021 till 24th June, 2021 and the volunteers taught during their spare time for five days a week covering various subjects like English, Mathematics, Science, Health and Crafts.
4. The NSS Units of our college under Jadavpur University along with the Departments of TCFS & HD has taken an initiative, Mission Sahay: Lending a Helping Hand to support a 35 years old NGO, Nethra in Mumbai that is on the verge of closing by selling umbrellas made by challenged members of the NGO. Students and teacher have come forward to help and 60 numbers of umbrellas had been purchased.
5. Under the ISR initiatives, a Covid vaccination camp was organized by Vidya Mandir Society in collaboration with Dama Hospital for teaching and non-teaching staff members of the college on 12th June 2021 at Management campus. Thirty staff members from the Main campus and NIS security guards got vaccinated with the 1st dose of Covishield.

6. The NSS-wing (Science Departments) organized DaanUtsav (Joy of Giving) on 20th & 21st October 2020 and distributed gifts to inmates of five NGOs as per their wish list. The items distributed to the NGOs included bed sheet, clothes, food items and simple sporting equipments. The money required for procuring the items were donated by the students.
7. The NSS-wing (Science Departments) donated 156 nos. of flexes that were used for various activities at the college to Jungle Crows Foundation (NGO dealing with sports and education for Underprivileged Children) on 18th November 2020.
8. NSS Volunteers (Commerce Department) gifted cupcakes, cookies & biscuits to the children of Nirmala Shishu Bhavan (Missionaries of Charity) on the Occasion of Christmas celebration on 14th December 2020.
9. 10 nos. PL light sets discarded from the Administrative Office were donated to Disha Foundation.

Evidence of Success: The college's extension programme was a huge success. On the one hand, employees and students voluntarily took part in the various events by making monetary contributions and labouring for the same. On the other hand, the individuals for whom these activities were intended benefited as well.

Problems Encountered and Resources Required: Restrictions connected to lockdowns frequently made it difficult to provide services to the target group in an effective manner.



Mission Annapurna (Food for All)



Mission Sahay



Mission Annapurna (Food for All)