

Best Practice

1. **Title of the Practice:** connecting the DOTS: - the mentor Mentee perspective.
2. **Objective of the practice:-** To mentor and train mentee by accessing ICT platform for smooth conduct of academic engagements in view of COVID-19.
3. **The context:-**
The challenges were software designing for form fill up fee submission, overall technical glitches and uniform allotment of mentee under a mentor.
4. **The Practice:-**
The practice was unique to sail through COVID-19 situation bridged the gap between teachers and students. The students remained updated through e-notes, e-resources, voice recording stage by the teachers. Mentees were exposed to weblinks for academic enrichment.
5. **Evidence of Success :-**
The practice was a huge success and could hold the visual classes, form fill up, appear the examinations submit the answer script in Online mode. Each mentor took utmost care of his / her group to resolve the problems of the mentees of his / her group.
6. **Problems Encountered and Resources Required:-**
There were technical / networking related glitches and connectivity issues for students residing in remote areas. Those poor students did not possess smart phones and were connected to nearby academic institutions for availing better networking during the examinations.

Best Practice

1. **Title of the Practice:** Preservation of old and rare documents in Digilocker.
2. **Objective of the practice:** - To avail the documents through the online mode to access it easily by the stakeholders and also to preserve it for longer time.
3. **The context:-**
The old and rare documents available in the institution are not visible and in good condition.
4. **The Practice:-**
The practice is unique to save the old and rare documents for the future requirement of the institution and also to easily access by the stakeholders.
5. **Evidence of Success :-**
The practice is very unique and transparent and it is used by the stakeholders by using there ID and password.
6. **Problems Encountered and Resources Required:-**
There were technical / networking related glitches and connecting issues for students / beneficiaries residing in remote areas. Those poor students did not possess smart phones, but were connected to nearby Jana Seva Kendra for better availing networking facility.