

## INSTITUTIONAL BEST PRACTICES

### 1. **E- GOVERNANCE:**

Moving to a paperless office is essential in a digital era. All the departments moved to management through e- platforms for effective communication during the Pandemic times as remote offices have to be operated. Departments of Commerce launched all the communications related to club activities in a website which enabled ease of access and ensured better communication. Department of Chemistry developed its own e- Documentation process using Google Products in a systematic way which saves time and helps teachers work efficiently and helps them to deliver more to the Teaching learning.

### 2. **SERVICE LEARNING:**

*Learning through Practice*' is an Impactful method. Department of Environment Sciences conducted 5 Practice Schools in network with Government Schools. In the Departments of Social Work, Nutrition and Dietetics and B.Voc. (A &T) 100 students take up Internships. In the department of Physics, Chemistry, Biotechnology, Botany, Zoology 209 students took up Internships. Through club activities all the first year and second year Undergraduate students undergo mandatory 30 hours of Service Learning in the Adopted Villages.

### 3. **PROMOTING WRITING SKILLS:**

Journal Clubs of the Departments of Tamil, English, Biotechnology, and Library Information Sciences promote creative writing skills of the students and an exclusive Magazine is authored, edited published and circulated by the student. Departments of Commerce, Chemistry, English, Social Work, Physics and Botany publish Newsletters annually through student initiatives. Diploma Program in Journalism offered by the department of English also helps students hone writing skills.

**4. BRIDGE COURSES:**

Departments of Commerce, English, Mathematics, Chemistry, Physics Botany and Zoology organized Bridge courses. The English Language Bridge course is conducted to benefit all the students from the Vernacular Medium. A week long training in LSRW skills help them to read texts and references in English without any hurdle. Department of Mathematics conducted Bridge courses for all Allied students. A total of 800 students benefitted through the different bridge courses.

**5. PERFORMING ARTS:**

Department of English conducted Chromazone – A Literary Art Exhibition- Visualization of Indian Literature through Art. Enactment of Shakespearean play Midsummer Nights by students as a series gave students opportunity to reveal their talents