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**OFFICE OF THE PRINCIPAL**  
**GOVT. DEGREE COLLEGE UDHAMPUR**  
**(Affiliated to University of Jammu)**

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**Two Major Best Practices of the Institution**

**1. Title: Conduct of Online Examinations, Evaluation and Admission during the COVID-19 Pandemic**

**Objectives:**

- To conduct Online Examinations in view of the COVID-19 pandemic, for which purpose to design and implement an easy to use portal for uploading of answer sheets by students, and to resolve their queries therein
- To conduct online evaluation of examinations by designing portal for downloading of answer sheets by faculty members and assigning marks
- To facilitate online admissions of students to subsequent semesters, and to make provisions for students facing difficulty in the same
- To ensure that no student is left behind because of technological divide.
- To ensure admission and examination services are transparent, open to all and user friendly
- To provide support to students who are unable to use online examination and admission services because of limited internet connectivity or lack of familiarity with technology
- To prevent or minimize expenses incurred on students due to their visiting cyber cafes to fill online forms
- To prevent or minimize requirement of students to visit the college for admission or evaluation services in light of the COVID restrictions.
- To inculcate time bound grievance redressal for online examination and admission services
- To implement a dedicated student helpline for COVID-19 and online examination and admission related queries.

**The Context:**

- Inability of students to visit the college campus on account of COVID-19 pandemic
- Following COVID-19 SOPs and associated precautions, minimizing contact and facilitating shift to online mode
- Urgency of conducting time bound external regular (university) examination as well as private university examination of all colleges of Udhampur district
- Evaluation of above mentioned examination as per schedule notified by the University of Jammu
- Conduct of online admission as per notified academic calendar
- Prevent exclusion of students from online examinations due to lack of access to technology or lack of technological literacy or expertise
- Facilitating online evaluation and gradation of answer sheets in a transparent manner with scope for grievance redressal





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- Time bound evaluation of answer sheets so that University schedule for the same is adhered to

**Practice:**

- In view of the COVID-19, it was not possible to conduct examinations in the college premises as per traditional practice. Conduct of examinations online presented many issues, such as the technology to be used, the access of students to internet, the ability of students to use online portals for examination, and the feasibility of such practice considering the number of students enrolled in the college belonging to remote areas of Udhampur district. To facilitate the process, and to ensure maximum ease of access to students, it was decided to design and develop the examination portal in house, and the Website Committee in collaboration with the Department of Computer Applications took on the task at war footing. An Examination and Evaluation Portal was created for the Session 2020-21, wherein to attempt the internal assignment examination, students logged into the portal on the designated time and date as per the notified date sheet, and uploaded photos or PDF of their answer sheet. (For more details, kindly refer to student examination portal: <https://iqac.gdcudhampur.in/student.php>) A corresponding portal was also designed where teachers could remotely access student answer sheets and assign marks. (For more information kindly refer to evaluation portal: <https://iqac.gdcudhampur.in/evaluation.php> username: naac@gdcudhampur.in, password: naac2022).
- The task of conducting Private University Examinations for Semesters 1, 3 and 5 for all colleges in Udhampur district was also allocated to the institution, which was also undertaken in a transparent and efficient manner. (<https://iqac.gdcudhampur.in/student.php>) For evaluation of Private examinations, access to the portal was also provided to faculty from other colleges in the district. (<https://iqac.gdcudhampur.in/evaluation.php>)
- Phone numbers of faculty were provided to the students for resolving queries and difficulties of students, and efforts were made to prevent any exclusions because of the digital divide. Re-examination was conducted to accommodate students who were unable to upload their answer sheets to ensure no student was left behind. For this purpose a new date sheet was set and separate question paper sets were framed.
- The institution conducted online classes using various platforms. To ensure access of students to study material and e-Content, the college developed its own Learning Management System titled as the Devika Cloud (<https://devikacloud.in>) which hosts e-Content of various subjects and courses being run in the college. The portal allows public access to the study material, so that students from any college in the UT of J&K (and anywhere in the world) can access it, the syllabus being same as designated by the University of Jammu. It is pertinent to mention here that the

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institution is the first and only college in UT of J&K which has developed and implemented an LMS.

- As the pandemic showed no signs of slowing down in the latter part of 2020, the admission to the next semesters was also conducted online. This was necessitated by the fact that the college had been designated as a COVID-19 Care Center and patients were kept for observation in the institution premises. For Admissions, a dedicated in-house portal was developed by the Website Committee and the Department of Computer Applications. The entire process of admission was shifted to online mode, and helpline numbers were provided on the Institution Portal for addressing student queries. Provision was also made for students who were unable to fill the admission form online. Care was taken so that no student was excluded from the process. For more information, kindly refer to admission portal <https://iqac.devikacloud.in/admission.php>
- After admissions, students were mailed login credentials for Devika Cloud Online Learning Management system (<https://devikacloud.in>). The Devika Cloud Learning Management System contains unit wise course material, syllabus and interactive study aids for subjects taught in the college. Course material featured on the portal has been developed by the college faculty. Some Open Educational Resources have also been used as sources for the course material. The purpose of this exercise was to augment online teaching-learning process as well as to provide additional study aids for inculcating values of academic excellence in the students. For the kind reference of the NAAC Peer Team, login credentials have been created for the Devika Cloud (<https://devikacloud.in>) portal - username : [iqac@gdcudhampur.in](mailto:iqac@gdcudhampur.in) password: Naac@gdcudhampur2022
- It is pertinent to mention here that access to course material on Devika Cloud platform is public and open to students of all colleges. Login credentials are required only for assessments and exercises. Study material in form of videos, audio, powerpoint, PDF etc is available to all students and anyone on the internal can access.

**Evidence of Success:**

- The Examination, Evaluation and preparation of result was conducted in timely and transparent fashion.
- Provisions were made that no student was left behind and re-examination was conducted at the end of the examination schedule to accommodate students who were unable to upload answer sheets for valid reasons. When the University results were declared, no student had been left behind due to the examinations being conducted online.
- Student awareness has increased regarding the use of online resources for access to study material and for taking examinations.





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- The examination model and technology designed by the institution can be used in the future. The college encourages technology sharing, and welcomes invitations by other institutions to help them set up similar portals.
- Mock tests were also conducted by the institution to ensure that students were made aware about the technical aspects of uploading answer sheets and submitting their paper within the stipulated time.
- Admissions for session 2020-21 and 2021-22 were successfully conducted online through dedicated portals (<https://iqac.gdcudhampur.in/admission.php>)
- Students accessed study material from the Deviak Cloud platform. The link to the portal was shared among groups of other colleges as well, and system administration logs indicated that the course material had been accessed by a large number of users.

**Problems Encountered:**

- A large number of students of the college hail from remote areas of District Udhampur, and have limited access to Internet.
- Students who were unfamiliar with technology also found it difficult at first to use the portal to take examinations. To help such students Mock Tests were conducted to help students understand usage of the portal and to resolve their queries.
- For attempting online examination and for filling online admission forms, some students who were not technically inclined took help of cybercafes for which they had to spend extra money. To assist these students places were designated in the college wherein they were helped in filling online forms.
- As some students could not upload answer sheets in time, the institution had to conduct their examination again and repeat the entire exercise for the benefit of the students.
- In order to cater to students of entire Udhampur district, staff had to work extra hours and efforts were made to manage and secure servers so that examinations could be conducted in smooth and efficient manner.
- It was found that students were often confused due to file formats, PDF file sizes while creating answer sheets for online examinations, and even entering their credentials on the portal. Consequently, the college introduced several changes to the system incorporating suggestions from faculty and student community.

**Resources Used while implementing the practice:**

- Programmers and System Administrators from the Website Committee and the Department of Computer Science
- Server and Dedicated Fiber Internet Connection
- Server Space purchased from DigitalOcean Service Provider
- Beta testing of the software by faculty members

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- Computer labs and Language Lab were designated for assisting students with filling online forms.

## **2. Title: Social Commitment and Community Outreach**

### **Objectives of the Practice:**

This practice tries to instill a sense of social service in our students so that they can recognize it as a larger conditioning framework of their education.

- To create environment consciousness among the students
- To foster the spirit of social service in our students
- We aim to raise our student knowledge of current socioeconomic gaps in income, education, health, and nutrition, as well as instill compassion and understanding for the needs of the underprivileged.
- Without social commitment, education is incomplete. We work for the betterment of marginalized section of the society and assist them through a variety of outreach programmes.
- As per **Mission of the College**, for stronger social connections and outgrowth programmes that make them enlightened and responsible citizens, promote and inculcate societal, cultural, national, and global relevance ethics among our students.
- As per **Vision of the College**, Udhampur College aspires to be a dynamic institution of higher learning dedicated to the intellectual enrichment of minds in order to generate valued and harmonious human resources capable of serving the community.

### **The Context:**

People from low socioeconomic backgrounds live lives marked by social inequity and a lack of possibilities, whether it be a lack of a sustainable livelihood or educational prospects, or a lack of access to healthcare and cleanliness. Education, on the other hand, is the only way to level the playing field. Education system in India can bridge these gaps by creating awareness among the youth of the nation. College provides a comprehensive education with the aim of maximizing students social sensibilities. The goal of the practice is to identify the needs and wants of the adopted schools and villages, as well as to address local issues such as restoration and cleanliness of natural springs (locally known as *bowlis*), Beti padao Beti Bachao, and drug abuse etc.

College in association with District Administrations and Others local NGOs work to build a long-term action plan to address social challenges. Udhampur College students are





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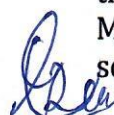
involved in the implementation of these goals and are given multiple opportunities to engage in empathetic community service.


**The Practice:**

The college creates a synergy between its community work and outreach platforms such as the NSS, the NCC, the Eco-Club, the Heritage Club, the Nature Club, IQAC, various College Committees and the Alumni Association, thereby creating a multivalent and mutually renewing forum for meaningful dialogues, actions, and interactions. College organises programmes to sensitise youth towards their social responsibilities and the needs of the under-privileged. College itself provides the financial aid to the Orphans, disabled and BPL (Below poverty line) students under the supervision of Financial Aid Committee of the college. College always supports Udhampur District Administration for all Social Commitment and Community Outreach Programmes like Swachh Bharat Mission, Open Defecation Free Programme, Programmes under Azadi Ka Amrit Mahotsav, Baisakhi Mela or 'Basoa' as it is called in local parlance, is an annual event organized on the occasion of first Baisakh, usually from 13 /14 April to 15 /16 April every year on the bank of holy Devika river in Udhampur, etc., through participation of our staff and students.

**The Evidence of Success:**

- **Efforts towards inclusion:** The NSS/NCC volunteers regularly visit Orphanage and Oldage Home at Udhampur, near to Head Post Office Udhampur. Students visit and interact with the occupants and discuss issues related to health, hygiene and education. The volunteers also teach young children living in the Orphanage Home. They celebrate festivals like Diwali and other major festivals with them as a small effort towards inclusion.
- **Awareness for protecting the environment:** The Nature Club has played a seminal role in educating the students about the pressing needs to conserve the environment through eco-friendly practices. Multiple approaches to addressing environmental issues and locality cleaning drive have become a model of sorts for green initiatives in the area. Several plantation drives take place with the help of different communities and NSS/NCC students.
- **Financial aid and help:** College organizes visits to destitute homes like Orphanage and Old Age Home. These homes offer shelter to people who have been abandoned by their families due to financial or health issues. Our students interact with them, share their problems, and extend help wherever possible. College also provides Financial Aid to the needy and poor students (who belongs to Below Poverty Line) of the college in every session through Financial Aid Committee of the College. Moreover, College also provides assistance to the College students to get the various scholarships from Government and private bodies.

  
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- **Sharing and caring:** Festivals such as Lohri, Eid Ul Fitr, Republic Day, Independence Day, International Youth Day, International Women Day, International Yoga Day, Christmas Day, etc. were commemorated by a variety of activities.
- **Awareness programmes against alcoholism and drug abuse:** Alcoholism and drug- addiction is one of the major problems in Udhampur. Not only do the men waste a major part of their family income on alcohol and drugs, they also indulge in fights with family and neighbors, under the influence of these substances. Student volunteers perform plays and organize rallies to highlight the evils of substance abuse through interaction with the people from Udhampur . College also organized different seminars, debate and painting competitions in collaborations with different organisations on such issues to aware the public of Udhampur.
- **Efforts towards creating a gender equal society:** College considers gender issues as one of the core issues to be highlighted and addressed. College also run courses on Gender Sensitization (of Sociology), Social Change Development and Globalisation (of Sociology) and Indian Women Writing (of English) to aware the students on such issues.
- The colleges various practices have been extraordinarily successful in terms of the intensity and scope of its vision and action. Not only has the institution been able to educate its volunteers and other students about the importance and nature of social work, but it has also been successful in reaching out to Udhampur locals. In general, students have become observant of the requirements of needy and poor people. Looking at their poor living conditions, students and the staff expressed compassion and empathy by initiating food and clothes distribution drives. Sanitary pads and other daily use items were collected in the college and later on distributed to these needy people through NSS and NCC students of the College. Through plays, rallies and other campaigns, we have been able to garner the attention of the Udhampur public towards these issues.
- To raise awareness about the threat of COVID-19, online helpline has been started at (<https://www.dailyexcelsior.com/gdc-udhampur-starts-covid-19-helpline-offers-guidance-for-entrance-aspirants/>) in the month of March, 2020 where one can ask questions and clarify their doubts.
- The quarantine center with the capacity of 300 beds was set up at Government Degree College Udhampur by District Administration Udhampur in March 2020.
- Govt. Degree College was a dedicated Covid Care Centre (<https://covidrelief.jk.gov.in/CovidCareCentres>) from 25th March 2020 to 10 May 2021 and the staff of the college assisted the District Administration Udhampur to run the centre.
- Govt. Degree College was a dedicated Covid-19 vaccination centre and more than 5000 locals were vaccinated in the centre
- The College itself has organised three times Covid-19 test with help of District Hospital Udhampur , i.e. one on 05/08/21 and other on 14/09/2021. More





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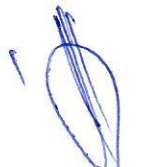
than 225 teaching, non-teaching staff members and students were tested. In continuation of commitment of the college towards community health Vaccination camps were organized from 14th May -24th May. More than 1200 people were vaccinated in this camp.

- Faculty members were deputed on COVID duty even during the peak of the pandemic and served to assist the administration in running the COVID Care Centers / vaccination centers / Quarantine Centers.

**Problems Encountered and Resources Required:**

Illiteracy and poverty are interrelated and deep-rooted problems of our society. For a poor person, food is more important than education. Convincing people to send their children to college instead of sending them to work is very difficult. Consistent, continuous efforts are required to convince parents to send their children for higher education. The mindset of the inhabitants of the Udhampur had to be gradually changed by the efforts of NSS/NCC volunteers and faculty towards the said issues. The volunteers could eventually convince them of their well-meaning intentions through their sustained efforts at social amelioration. Alcoholism/drug abuse is a rampant problem in our society. Alcoholic abuse aggravates domestic violence. Student volunteers have made efforts to convince young men in the neighboring area not to take up alcohol/drug and save their future and their families. Planning visits to Orphanage and oldage homes requires resources. For regular visits and to fulfill their needs, a large amount of funding is required. More financial resources and local partners in this comprehensive endeavors are required.

  
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