



Date : May 18, 2020

Circular

(Academic engagement of students during entire Lockdown period : Even Sem : 2019-20)

In prevailing situation, lockdown is continued to avoid Corona infection and spreading and to improve academic performance of the students, entire academic activities are to be continued during ongoing lockdown period (till the normal working of the college / conduct of AKTU End Sem Exams or as notified by officials). Hence, all the HODs and other concerned are requested to do the needful in this respect. In addition to these, following academic activities are being suggested for timely compliance :

Course Teaching and Evaluation related works – pertaining to the CO that are not limited to :

- Conduct of Revision Classes : Teaching of course contents again, sharing of notes / study material / PPT / video lectures / Links of video lectures etc.
- Conduct of Doubt Clearing Sessions : Collect students queries either through email / Google Classroom or any other mode and **conduct at least one query session (live – either through Google Meet / Zoom etc.)**.
- Practice Tests : Providing *assignments / mock tests / questions from previous years AKTU question papers / practice tests / MCQs*
- Assessment : Conduct assignment through Google Classroom and / or quiz through Google Form – **conduct of one quiz (min 10 questions) through Google Form for each CO is mandatory.**

The suggested schedule is :

Week =>	May 18-22, 2020	May 25-29, 2020	June 01-05, 2020	June 08-12, 2020	June 15-19, 2020
Syllabus (pertaining to) =>	CO-2	CO-3	CO-4	CO-5	CO-6

NOTE : All the classes related activities are to be done through Google Classroom, on daily basis (Monday – Friday; during notified dates), and Quizzes are to be conducted through Google Forms. Please maintain the records of compliance (Google Classroom entries, record of assignment, conducted quizzes etc.) by your own and put require details in a google sheet shared at department-level (sample is attached herewith). Further, these records are to be submitted to Director Office through respective HODs, as and when required.

All the faculty members and staff members are requested to do the needful in timely compliance of all the assigned / deemed works with utmost care of themselves and family members during Corona epidemic.


(Dr. Brijesh Singh)
Director (Officiating)

Copy for information and necessary action to :

- ⇒ Hon'ble Chairman and CEO
- ⇒ All the HODs, First Year Coordinator and All the faculty members
- ⇒ Registrar, ERP and Web-site