

Best Practice - 1

1. Title of the Practice

'Optimum Utilization and Systematic Reduction of Use of Papers'

2. Objectives of the Practice (20 words)

To avoid wastage of paper

To imbibe the habit of paperless digital communication

To encourage the extensive use of ICT

3. The Context (30 words)

Being aware of the damage caused to nature due to production of papers and its garbage, the Institution strives to follow eco-friendly practices curtailing its use and digitalizing official work.

4. The Practice (50 words)

Internal official communication on one-sided blank pages

Library donates old News papers to 'Maitri Parivar' for preparation of paper bags.

College prepares and distributes Bound registers of one-sided blank papers.

LMS introduction in Session 2018-19.

Internal Evaluation through Google Form since 2019-20

Annual Magazine 'Deepkali' transformed into E-Magazine since 2019.

5. Evidence of Success (40 words)

Number of Staff members using digital medium for communication has increased.

Confidence level of using ICT for T/L has significantly risen.

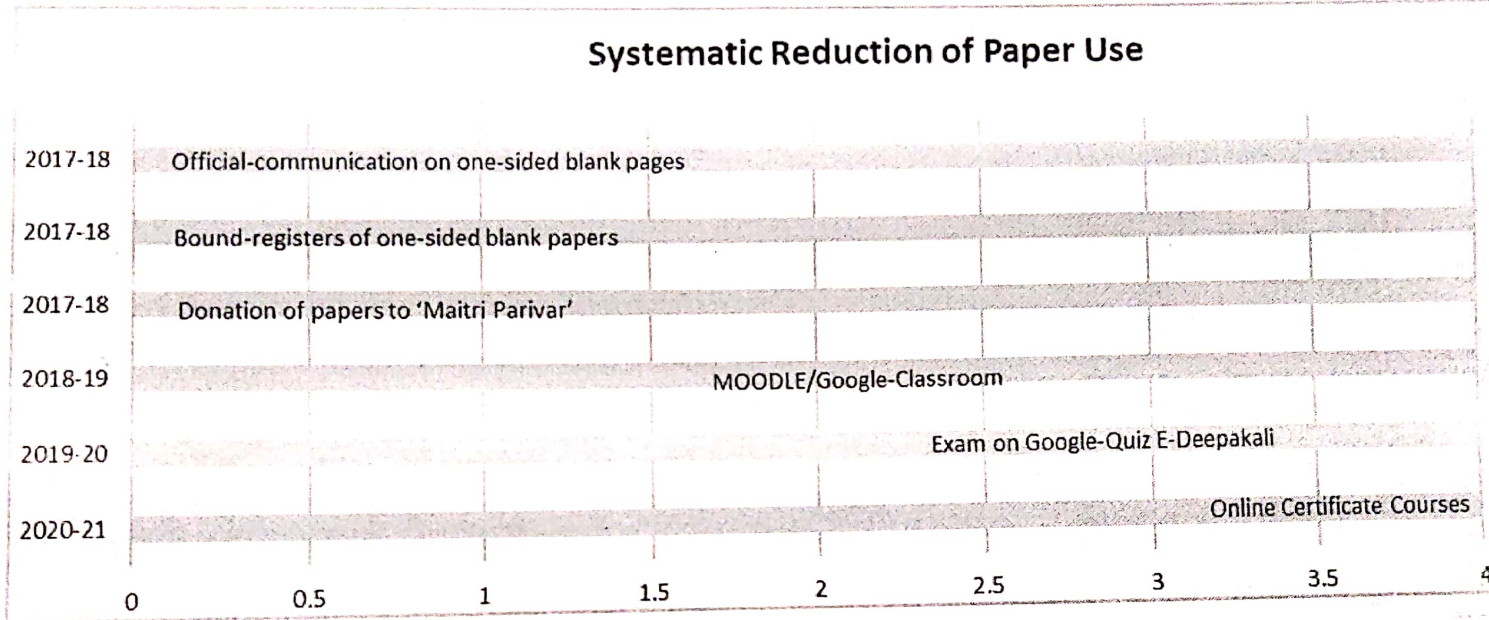
College as well as University level Online Examinations successfully conducted.

Publication cost of Deepakali decreased and its reach increased.

6. Problems Encountered and Resources Required (30 words)

Senior Faculty members were not initially receptive for use of digital medium.
Some students reported incapability for digital mode of learning and Examination.
College Website was not accommodative for E-magazine.

7. Notes (optional 30 words)



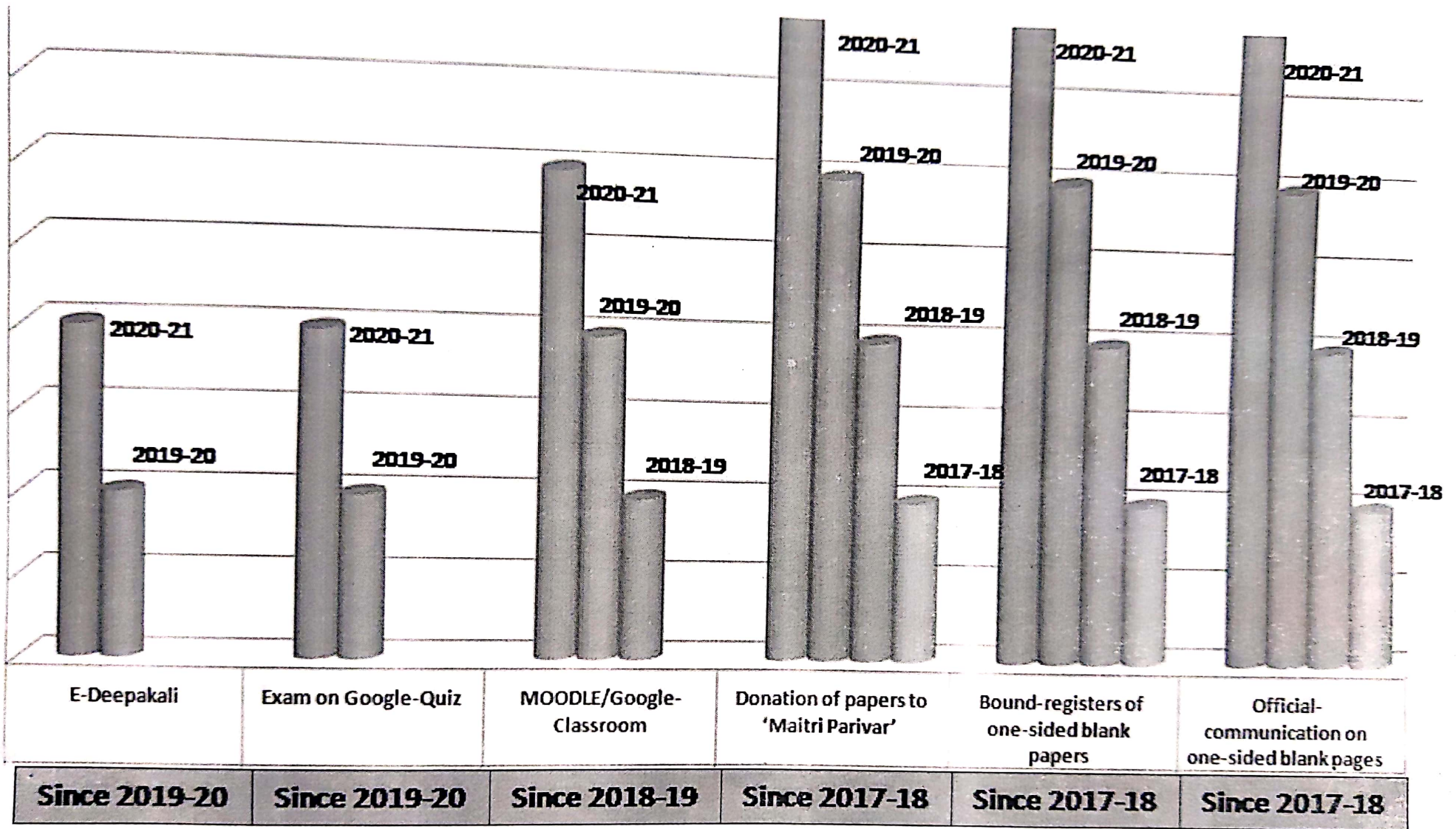
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Best Practice – 2

1. Title of the Practice: 'Organization of Awareness Programs '

2. Objectives of the Practice (20 words)

Increasing students' participation in co-curricular and extra-curricular activities.

Nurturing alert and well-equipped citizens.

Reaching out to community through social activities.

3. The Context (30 words)

Awareness programs make students conscious about a problem or issue and make a certain topic or issue more visible within a community. Awareness encourages people to participate in bringing change.

4. The Practice (50 words)

Various departments organize awareness programs which include –

Awareness Program on	Conducted by
Hazards of Plastic	NSS
Yoga and Fitness	
Facilities in Library	Library
Women Health	Women Cell
Computer Basics and ICT	ICT Cell
Cyber Security	
Public Movements	Political Science Department
Fundamental Rights/ Duties	
SVEEP	
Mental Health	Psychology Department
Nutrition	Home-Economics Department

5. Evidence of Success (40 words)

The programs like awareness of Voters, Library Users, women health, Basics of Computers and ICT, Constitutional obligations, self-defense are organized every year as they get good response. In 2019, Certificate Course in MS Office launched.

3-day Yoga-Workshop and Nutrition-Week organized.

6. Problems Encountered and Resources Required (30 words)

Awareness Rallies could not be taken out in the current session due to COVID restrictions.

Online Awareness programs received limited response from staff members and students due to technical barriers.

7. Notes (optional 30 words)

2017-18	Awareness of Voters, Library Users, Health, Computer Basics, Constitutional Obligations, self-defense, Environment Protection			
2018-19	..-	Mental-Health Awareness Week		
2019-20	..-	Voters Awareness Week, Democracy Fortnight	MS-Office Certification	
2020-21	..-	3-day Yoga-Workshop	Sanskrit on Computer	Cyber-Security

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