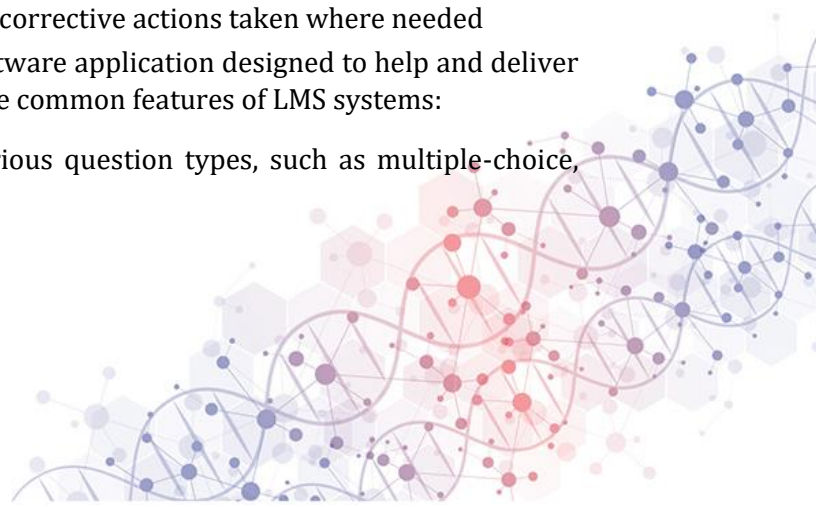# Best Practices of all Online PG/UG Programs

1. **Building Student Connect and interaction using social media** - WhatsApp groups made course wise for module wise engagement on basic concepts and student service Interactive live sessions taken every week without changes in schedule. Recordings made available for students who missed out.

2. **Interactive Discussion Forums** – Group forums that work on a selected problem and come up with solutions

3. **End Semester Examination** – Mix of MCQ, application oriented short and long answer questions, questions based on the workplace of the learner. Mock tests to familiarize the student with the proctoring and online exam mode

4. **Tutorials** - Specific live sessions dedicated to problem solving and handling of engagement exercises and end term exams. 2 tutorials, one in each phase along with 3 tutorials for end term

5. **Orientation Program** - Interactional Design; Student presentations based on their experience and work backgrounds. Helped in improving the understanding of the learner profile

6. **Mentor System** - Mentors were created for each course and for students leading to better Communication, handholding, and response

7. **Work Place Narration** – Learners drawing from their work place experiences and connecting to concepts. Continuous Faculty contact to facilitate better quality of learning

8. **Proctored continuous assessment** – Students were offered the choice of a proctored session on Section B & C assessment.

9. **SLM Notes** - Introduced visually condensed e-SLM for each module which has quick recap of the 'must know' concepts. Helps students facing time challenges with a quick grasp of concepts before attempting assessments

10. **Student Feedback Mechanism** - Feedback on various teaching/learning products and delivery processes sought periodically through google forms. Information is analysed in the weekly CC/CM review meeting and response/corrective actions taken where needed

11. **LMS, or Learning Management System-** software application designed to help and deliver educational content to learners. Here are some common features of LMS systems:

12. **Quizzes:** This quiz feature may include various question types, such as multiple-choice, true/false, short answer, and more.

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13. **Games:** Our LMS includes gamification elements, such as badges, points, and leader boards, to make learning more engaging and motivating for learners. These games can be used to reinforce concepts, encourage participation, and track progress.

14. **H5P Interactive videos**: Our LMS is also includes H5P which is a popular open-source platform that allows instructors to create interactive videos that engage learners and provide opportunities for active learning. Interactive videos can include quizzes, polls, hotspots, and other interactive elements that learners can interact with as they watch the video.

15. **Multimedia content:** Our LMS systems hosts a variety of multimedia content, including videos, audio files, images, and PDFs. This content can be used to supplement course materials, provide examples, or offer additional resources for learners.

16. **Collaboration tools:** Our LMS systems include collaboration tools, such as discussion forums, chat rooms, and wikis, that allow learners to interact with each other and with instructors. These tools can facilitate peer-to-peer learning, encourage communication, and help learners stay engaged.

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