# BEST PRACTICES FOR THE YEAR 2017-18

**SRI BHAGAWAN MAHAVEER JAIN FIRST GRAD COLLEGE**

**Geetha Road, Robertsonpet,**

**Accredited by NAAC with 'B' Grade**

**Kolar Gold Fields- 563 122 KARNATKA**

# Department of English

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| **Title of the Practices** | Classroom seminars were held for the III semester BBA students in Soft Skills for Business. All the students were allotted separate topics which are relevant to the contemporary world and have practical relevance. |
| **Objectives of the Practice** | Some of the main objectives are highlighted as given below:<br>• To improve verbal and non-verbal communication skills of students<br>• To differentiate between formal and informal communication<br>• Use of appropriate body language<br>• To learn and practice good social and business etiquette |
| **Content that required initiation of the practice** | Soft skills include human ability to use intelligence, knowledge and emotions to build healthy relationships with people and get on well with peers and associates. The ability to speak and write persuasively and win the goodwill of others is the need of the hour. |
| **The Actual Practice** | Students were assigned a wide variety of topics which included features of spoken language like pronunciation, word linking, stress, intonation, accent, pace, volume, pitch, pauses, etc. Business and social etiquette dealt with greetings, apologizing, introductions, meetings etiquette, telephone etiquette, e-mail etiquette, table manners, etc. Public speaking had varied aspects such as making effective speeches, preparing the text, delivery of the speech, etc. Different kinds of speeches such as welcome, introductions, inaugural speech, vote of thanks, farewell, send-off and condolence were taken up. Business presentations consisted of several sub topics like visual aids, making a PowerPoint presentation, handling questions from the audience, etc. |
| **Obstacles faced** | A few students did not meet the expected standards and showed lack of enthusiasm. |
| **Strategies Adopted to overcome them** | Students should be made to realize the great value of gaining proficiency in English communication skills. |
| **Contact Person** | **HOD Name:** Ms. Jean Saldanha<br>**Email Id:** jeansaldanha4@gmail.com<br>**Mob:** 9886150238 |

## Department of Kannada

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| **Title of the Practice** | Janapada Siri |
| **Objectives of the Practice** | To Create awareness about Karnataka folk culture & Tradition |
| **Content that required initiation of the practice** | The Programmes like Singing, Folk Dance, Rangoli, Kannada literature. |
| **The Actual Practice** | Kannada Habba |
| **Obstacles faced** | Our College is situated in Tri Lingual Environment, so to create awareness and interest in Kannada folk through Kannada Siri Programme.<br>Kannada Habba |
| **Strategies Adopted to overcome them** | Through different interclass and inter collegiate folk competitions. |
| **Contact Person** | **HOD Name:** Dr.B.K.Manjula<br>**E-mail Id**: manjulaprasad.bk@gmail.com<br>**Mob** : 9449313804 |

## Department of Hindi

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| **Title of the Practices** | Celebrating Hindi Diwas under the Banner of ‘’SPARSH’’ |
| **Objectives of the Practice** | • To Popularize Hindi as a National language<br>• To Improve National Language among the students |
| **Content that required initiation of the practice** | • Using Simple Hindi<br>• To motivate & encourage students |
| **The Actual Practice** | To improve Hindi communication skills among the students |
| **Obstacles faced** | NIL |
| **Strategies Adopted to overcome them** | NIL |
| **Contact Person** | **HOD Name:** Dr S Shabbeer Basha<br>**E-mail Id:**shabbeer_basha@yahoo.com<br>**Mob :** 7411192749 |

## Department of Commerce

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| **Title of the Practices** | Marketing expo |
| **Objectives of the Practice** | • Providing platform for young minds to exhibit their creativity.<br>• Encouraging thinking in business line.<br>• Creating awareness about various products and brands |
| **The Actual Practice** | Organize a marketing expo where the students make models of various brands and products and exhibit |
| **Obstacles faced** | Time consuming. |
| **Strategies Adopted to overcome them** | Planning of expo well in advance and sharing of the work |
| **Evidence of success** | Team work was effective. This platform made the student understand the subject better. |
| **Contact Person** | **HOD Name:** Kasturi.L<br>**E-mail Id:** kasturil.kirupa@gmail.com<br>**Mob:** 9916071879. |

## Department of Management

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| **Title of the Practices** | Setting & Demanding Realistic Goal |
| **Objectives of the Practice** | • To achieve set task efficiently.<br>• To improvise time management skills.<br>• To inculcate organizational skills.<br>• To understand & execute the ground reality of business |
| **Content that required initiation of the practice** | Class room, student, facilitator and pre planned actions. |
| **The Actual Practice** | Planning, Goal Setting, Prioritizing task, Strategizing. |
| **Obstacles faced** | Time Constraints, Funds & Students Interest |
| **Strategies Adopted to overcome them** | • Motivate the students to participate<br>• Personality Development Programme |
| **Contact Person** | **HOD Name:** Mr. Tony Lazarus Prem Kumar. J<br>**E-mail Id**: send4tony@gmail.com<br>**Mob** : 88617 81091Mob:8861781091 |

## Department of Computer Science

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| **Title of the Practices** | Demonstration of Projects |
| **Objectives of the Practice** | The objective of demonstrating this project is to provide a live experience to the students how an application works. This method also acts as a motivation to the students to take up challenging tasks as projects. |
| **Content that required initiation of the practice** | Demonstrating the syntax and runtime errors that might occur while executing the project will help students to get a comprehensive idea of developing a project. |
| **The Actual Practice** | As per the university norms the project should be designed by web application using the programming language |
| **Obstacles faced & Strategies Adopted to overcome them** | • Students are lacking in real time applications<br>• Due to insufficient of programming knowledge |
| **Contact Person** | **HOD Name:** Mr. Siddarama S<br>**E-mail ID**: siddu-hulmani@yahoo.co.in<br>**Mob**:9972195299 |

## Department of Physical Sciences

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| **Title of the Practices** | Science Fair |
| **Objectives of the Practice** | • To motivate students interest in science subjects.<br>• To be a platform to exchange the knowledge regarding the advancement of science and technology through activity.<br>• To inculcate scientific temper among the young students by interacting with the Scientists |
| **Content that required initiation of the practice** | Support from KSTA, Management and from other colleges |
| **The Actual Practice** | Competitions like Quiz, Model Making and Drawing at the Department level. |
| **Evidence of Success** | Students responded in their feedback that the guest lecture, interaction with the scientists and the competitions had added knowledge by participating in the Science Fair. |
| **Obstacles faced** | Time consuming and expensive. |
| **Strategies Adopted to overcome them** | • Topics for the model making, drawing and quiz competitions were announced earlier.<br>• For the quiz competition prelims round using MCQ was organized to select six teams. |
| **Contact Person** | **HOD Name:** Mr. Kalai Chalvan,<br>**E-mail ID**:akchalvan@gmail.com<br>**Mob**:9701036424 |

## Department of Life Sciences

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| **Title of the Practices** | Workshop on Bioinformatics |
| **Objectives of the Practice** | • To provide an introduction to the basic practical techniques of bioinformatics.<br>• To know the bioinformatics and biological databases for problem solving in real research problems.<br>• To provide practical training in bioinformatics methods including accessing the major public sequence databases, use of the different computational tools to find sequences, analysis of protein and nucleic acid sequences by various software packages. |
| **Content that required initiation of the practice** | Bioinformatics is an application of information technology to the processing and analyzing the data generated in biological researches and experiments or we can say that bioinformatics is a computerized system for molecular biology and has many practical's use in biology. Bioinformatics objective to enrich biological data and to apply computer based algorithm to analyze biological data. We also can say that it is about analysis, data storage and exchange of huge amounts of biological data. It helps in DNA bar-coding; design the patterns of disease outbreaks and new biological products.<br>The students can able to describe the contents and properties of the most important bioinformatics databases, perform text- and sequence-based searches, and analyze and discuss the results in light of molecular biological knowledge. The students can be able to explain the major steps in multiple sequence alignment explain the principle by dynamic programming and can be able to predict the secondary and tertiary structures of protein sequences. |
| **The Actual Practice** | The aim is to provide practical training in bioinformatics methods including accessing the major public sequence databases, use of the different computational tools to find sequences, analysis of protein and nucleic acid sequences by various software packages. It also provided a step by step, theoretical and practical introduction to the development of useful |

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| | tools for automation of complex computer jobs, and making these tools accessible on the network from a Web browser. |
| **Obstacles faced** | The bioinformatics and biological databases for problem solving in real research were not discussed because of the time constrains in software installation. |
| **Strategies Adopted to overcome them** | The workshop conducted was scheduled for two days for 6hrs but the time was extended for 7hrs for two days to complete. |
| **Contact Person** | 1.**HOD Name:** Ms.Louisena Vinoth Priya<br>**E-mail Id**: louisenapriya@gmail.com<br>**Mob** :9591711966<br><br>2. **HOD Name:** Ms. K.Roselin<br>**E-mail Id:** roselin.jgi@gmail.com<br>**Mob:** 9986472756 |

## Department of Library & Information Centre

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| **Title of the Practices** | Computerization of Library with standard software |
| **Objectives of the Practice** | To facilitate the library staff in their day to day functions |
| **Content that required initiation of the practice** | Standard software, Server, Client, LAN, Printer & Library staff |
| **The Actual Practice** | All the data nearly 12,000 catalogue entries & 700 membership details were done by the library staff and the transaction are being done with the help of circulation module. |
| **Obstacles faced and Strategies Adopted** | The software is user friendly, it improved the quality of services, and statistics is easily maintained but there are still many areas which we need to work are Web OPAC, Periodical entry, Digital Module. |
| **Contact Person** | Ms. Savitha V S, Librarian<br>**E-mail Id:** savithavs_murthy@yahoo.co.in<br>**Mob :** 9945726867 |

## Department of Physical Education

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| **Title of the Practices** | Participating All India Intercollegiate Tournaments and Bangalore university inter collegiate Tournaments. |
| **Objectives of the Practice** | To Achieve the Medals in State Level, National Level and University Level |
| **Content that required initiation of the practice** | Support from the Parents |
| **The Actual Practice** | Organizing Coaching Camps |
| **Obstacles faced** | Less number of Students Participation due to the practice timings. |
| **Strategies Adopted to overcome them** | Practice has been provided during the regular Hours. |
| **Contact Person** | **Mr. UDAY KUMAR M**<br>Physical Education Director<br>E-mail ID:udaykumar.m342@gmail.com<br>Mob:9620455342 |