

A Report

On

ACADEMIC AUDIT

(On-Line Teaching during the Lock down Period)

Under



Internal Quality Assurance Cell



MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

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Academic Report

(On-line teaching during the lock down period)

Background Information		
Timeline		Academic activities conducted/scheduled
15th August 2017	--	The Institute MOODLE was launched
		The faculty members were motivated and trained to make best utilization of this platform for digital teaching-learning.
2017-2018	--	Lecture plans & notes PPTs, Tutorial Questions Question Banks, Assignments, On-line Quiz Conduction, Teacher-Student Communication, Student Attendance etc were uploaded on MOODLE
July 2019 onwards	--	A MOODLE Working Index (MWI) was developed for continuous monitoring of the MOODLE utilization & effectiveness (computed department wise)
On-line courses for 2017 admitted batch under Flexible curriculum	--	Many students are already registered on SWAYAM for online courses There is 01 Elective course at VI semester which is being conducted through MOOCs mandatorily, in all departments, for all 870 students of the batch There are about 152 students in VI semester who have opted for minor specialization in other engineering discipline. They need to earn additional 20 credits through on-line courses
A. Institute closed on 16th March 2020 due to Covid-19		
18th-28th March 2020	--	Video lectures were uploaded on MOODLE/youtube/shared on Google drive (30-40 minute duration) Applied Sciences : ≈ 46 Computer Science/IT : ≈ 47 Electrical Engineering : ≈ 28 Electronics Engineering : ≈ 25 Mechanical Engineering: ≈24 Chemical Engineering : ≈ 15 Civil Engineering : ≈ 18 Humanities : ≈ 14 Biotechnology : ≈ 10
	--	The faculty uploaded additional notes, learning material to facilitate student learning
	--	Assignments were given on MOODLE
	--	e-mail & whats app is also being used for academic communication and for sharing large files

Timeline	Academic activities conducted/scheduled
30th March-5th April & 6th April – 12th April & 13th April-19th April & 20th April-25th April	-- Regular on-line classes are being conducted -- Time table/schedule has been prepared by each department -- Zoom/Unacademi platforms are being used (02 lectures per week) -- Interactive class (01 per week) -- Each department submits a weekly report on classes along with the link posted. -- The conduction of classes is being monitored on weekly basis. The enclosed format is circulated for this purpose -- It is expected that the syllabus will be covered by the end of April
B. Student feedback on digital learning during lockdown	
26th -27th April	-- An 11 point feedback form was designed to suit the special conditions and digital teaching activities conducted during this period -- On-line feedback will be collected from students and the Faculty -- Feedback Index for each course/faculty will be computed as usual The comments provided by students are expected to be very useful for future digital learning activities in the Institute.
C. On-line mid-semester examination	
26th April-3rd May	-- The schedule for on-line mid semester examination has been prepared & circulated -- Care had to be taken to regulate traffic on MOODLE -- The examination will include multiple choice questions/very short answer type questions -- Additional classes & remedial classes will also be conducted during this period -- Special sessions will be arranged for clearing doubts
D. Final Year Projects/PG dissertations	
4th May onwards	-- There will be presentations by final year students -- Their work will be evaluated by departmental committee. -- Some adjustments in project topic might be suggested by the supervisor & committee as it will now not be possible for the students to complete their hardware part. -- It was already announced that 01 published paper will be mandatory for submission of final project report. -- All the reports are checked for plagiarism using turnitin software as a regular practice since last year

E. Completion of Laboratory Work
(assuming that school colleges do not reopen until the next session)

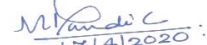
Timeline	Academic activities conducted/scheduled
<p>4th May-14th May</p> <p>Completion of lab work/practicals & Internal viva & assessment</p>	<p>-- In many labs recorded experiments are already available for the students.</p> <p>-- These recordings were done when the previous batch students were conducting their experiments in labs.</p> <p>-- The QR codes are pasted on experimental set-ups and the students can watch these videos after scanning the QR code.</p> <p>-- During the lock down these videos will be used along with some virtual labs available on-line to complete the lab work.</p> <p>-- In the next term, when the Institute opens, the students will be given opportunity during extra hours to actually perform these experiments in labs and complete their respective hard copy reports.</p> <p>-- A large number of viva questions (which are different from the theory quiz and question banks) along with answers will be provided to students by the faculty members.</p> <p>-- On-line internal viva will be conducted by faculty members to complete the internal assessment work, in case school colleges are not opened after the lock down.</p>

F. In-House Internship for I year & II year students

<p>15th May-30th May (60 Hours duration)</p>	<p>-- For the last two years the in-house internship for First Year students was conducted in departmental labs using hardware based modules specially developed by the faculty.</p> <p>-- Due to lock down, this year in-house internship modules are to be conducted on-line. These modules are developed by the departments using open source educational software relevant to their streams.</p> <p>-- 29 numbers of on-line internship modules are proposed for the first year batch.</p> <p>-- There will be online registration, on-line test and on-line certification at for these modules at completion of internship.</p>
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G. In-House Internship for III year students

(assuming that school colleges do not reopen until the next session)		
Timeline		Academic activities conducted/scheduled
1st June-30th June (150 Hours)	--	<p>As there is high possibility of the lock down being extended at least up to June, the following plan is being made by the Institute:</p> <ul style="list-style-type: none"> ✓ The students are required to undertake one month (150 Hours) mandatory internship at a relevant industry with permission from institute. ✓ Assuming that students would not be permitted to go to industries, the institute is compiling a list of industries/organizations who are providing on-line internships. ✓ The database will be shared with the students soon so that the application process can begin. ✓ In addition to this, the institute is gearing up to provide in-house support (with the help of some industry or research organizations if possible, else the faculty members will themselves provide internship in their respective research fields)
The Institute expects to be ready with all teaching, project guidance & internal assessment completed during the lock down itself so that the end term exams can be started as soon as possible when lock out ends.		
H. Future plan		
(Assuming students are permitted inside campus on 1st July 2020)		
1st July-30th July	--	<p>The Institute expects to be ready with all teaching, project guidance & internal assessment completed during the lock down itself so that the end term exams can be started as soon as possible when lock out ends.</p> <p>-- End term theory & practical examinations will be completed by 30th July.</p>
1st August 2020 onwards	--	New session will begin. All the students will be permitted provisionally to attend classless till the results are declared.
I. Admission of fresh first year batch		
July-October 2020	--	<p>Will depend declaration of results of 12th by various boards (Exams are not yet over, a few papers are yet to be conducted)</p> <p>-- Will depend on when JEE will be conducted</p> <p>-- Will depend on when results of JEE are out</p> <p>-- Will depend on the Directorate of Technical Education, Madhya Pradesh (readiness of their admission portal)</p> <p>-- Normally the admission procedure takes a month</p> <p>-- Assuming all the above activities are scheduled and conducted efficiently, the session is expected to begin not before 15th October 2020</p>
J. Difficulties Encountered		
<ul style="list-style-type: none"> ▪ The lock out was rolled out overnight; hence faculty was ill prepared for this contingency, still they did their best due to their experience of MOODLE & MOOCs ▪ Internet availability and bandwidth presented problems for faculty and students both ▪ Subjective assignments were difficult to assess ▪ Laboratory work will also suffer; however make up classes will be conducted in next term. 		


 17/4/2020
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