

**Proceeding of IQAC
Meetings
AY 2020-21**



SRI DASARI NARAYANA RAO GOVERNMENT DEGREE COLLEGE FOR WOMEN

(Affiliated to Adikavi Nanayya University, Rajahmundry)

Beside Municipal Office, Main Road, PALAKOL-53420, W.G.Dt., A.P.
e-mail : dnrjkc@gmail.com website : www.sridnrgdcw.ac.in



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MEETING 1

17-07-2020 on line

The IQAC met under the chairmanship of Dr. Ch. Nagamani, Principal of the College at 4:30pm. The following agenda items are placed on the table

1. Reconstitution of IQAC
2. Review of the action plan of previous year
3. action plan for the year 2020-2021
4. Any other with the permission of the chair
 - At the outset the committee placed on record a note of appreciation for the services rendered by Sri S.P.Chand, the outgoing co-ordinator who attend superannuation on 30-06-2020.
 - The committee unanimously resolved to nominate Smt.S.LakshmiKantham, Lecturer in commerce as his successor. The committee welcome Dr.R.Shreedevi, Lecturer in Hindi who has been recently posted.

The committee was reconstituted as follows

Dr.Ch.Nagamani, Principal	Chair Person
Smt.S.LakshmiKantham, Lec in Commerce	Co-Ordinator
Dr.P.Saibabu, Lec in Political Science	Member
Dr.K.S.V.RangaRao.Lec Political Science	Member
Ch.SundarSingh,Lec in Physics	Member
Sk.JareenaBegam,Lec in Telugu	Member
Dr.G.Sailaja ,Lecturer in Chemistry	Member
Dr.R.Shreedevi,Lec in Hindi	Member
Sri.G.JanardanGuptha	Industrialist/Member
M.Madan Mohan, Senior Assistant	Office Representative/Member

After wards, the committee reviewed the performance of IQAC on the basics of the action plan of the previous year.

ACTION TAKEN REPORT

PLAN OF ACTION	OUTCOME
1.Teaching and learning need to be student contend	Study hours and foundation course
2.Electrical connection in new classrooms	Sri.G.Janardangupta provided resourses
3.DPR submission	Submitted unsuccessfully due to technical

	problem
4.career guidance activities	1.Job Melas conducted 2.Short term Course in Saree printing organised 3.NYK Youth Convention Programme 4.English Speaking Skills Day Observed
5.Certificate Courses	Conducted
6.Gender Sensitization	Seminar on "Cyber Crime"
7.Best Practices	Commerce carnival Visit to Old age Home
8.Training Programmes	1.Conducted disaster management 2.Hans on experience in saree printing
9.Utilization of Indoor Stadium	Conducted and Hosted Table Tennis Tournament
10.Utilization of gym & Indoor Stadium	TT Tournaments

After the completion of review the committee made recommendations for the plan of action for the academic year 2020-2021. Since march 2020 when the novel corona virus covid-19 was declared a pandemic ,learners teachers, parents and education committee have been gravely affected. As the students are not going to attend the college in the near future .The co-Ordinator suggested that online activities with regard to teaching, learning and evaluation need to be planned.

PLAN OF ACTION	OUTCOME	INCHARGE
1.Curricular Aspects	Conduct of online classes, Preparation of curricular plan and time table	Ch.Sundar Singh
2.Teaching learning Evaluation	Online competition, video lesson, Dairy Evaluation and conduct of certificate/add on courses by departments.	Dr.G.Sailaja
3.Research & consultancy	Conducting webinars, participating in online workshop /certificate course	Dr.P.Saibabu Dr.K.S.V.RngaRao
4.Certificate Programs	MOOCS and spoken tutorial	S.LakshmiKantham
5.Preparation of video content	Additional inputs to students	Sk.JareenaBegam
6.Infrastructural Committees under Rusa	Construction of administrative building	Dr.G.Sailaja Dr.R.Shreedevi
7.Sports and Games	Training in chess, shuttle, badminton	D.V.S, Lakshmi

- The IQAC Co-ordinator requested all the regular faculty to submit API forms within a week Dr.G.Sailaja, Lecturer in chemistry with upload the scores
- The Online admission committee is asked to conduct admission process smoothly
- Almost of the areas in the town including the college were turned into containment zones and as there are restrictions on movements ,it is planned to provide applications thoroughly whats app
- As instructions in being done online all staff members should fill the Google sheet provided by cce regularly
- The Staff members will make vides by making use of online tools and they have to send two lessons each to DNR activities mail
- In view of Covid-19 pandemic it will not be possible for students to attend college in the near future. Hence, the staff have to focus on preparation of E-Content in various subjects for the students

- Dr.P.Saibabu,UGC Co-Ordinator informed that he is planning a national webinar on the topic "Impacts of COVID-19 on Human Relations "in the Month of August
- The IQAC Co-ordinator suggested that all the departments should conduct online quiz programme as a part of evaluation and also state level online quiz competitions
- To Enter into MOU with SVKP College, Penugonda and Veeravasaram Degree College,Bhimavaram,Dumpagadapa and Razole GDCs.

Sailaja

Co-Ordinator

[Signature]

Principal

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For Women, PALAKOL - 534 260

Signature of the Members

Dr.P.Saibabu, Lec in Political Science

Member

Dr.K.S.V.RangaRao.Lec Political Science

Member

Ch.SundarSingh,Lec in Physics

Member

Sk.JareenaBegam,Lec in Telugu

Member

Dr.G.Sailaja ,Lecturer in Chemistry

Member

Dr.R.Shreedevi,Lec in Hindi

Member

Sri.G.JanardanGuptha

Industrialist/Member

M.Madan Mohan, Senior Assistant

Office Representative/Member

T.Saraswathi

G.KarunaKumari

V.Manjunath





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MEETING 2

25/09/2020

The IQAC meet under the chairmanship of Dr.Ch.Nagamani principal of the college at 5:30pm. The following agenda are place on the table.

Agenda

1. Review of online teaching activities
2. Review of extension activities
3. Celebration of days
4. Any other

The minutes of the previous were reviewed one by one

1.Curricular activities –the staff members are successfully conducting online classes to the students due to COVID

2.Dr.G.Sailaja lecturer in chemistry ,Dr.R.Sridevi lecturer in hindi and Smt.Sk.JareenaBegam lecturer in telugu are working hard to prepare LMS videos .The chair person congratulated Dr.R.Sridevi&Smt.Sk.Jareena Begam who uploaded 3and 2 videos respectively Dr.G.Sailaja is requested to complete the uploaded videos at the eartest.

3.The chair person congratulated Dr.P.Saibabu lecturer in political science fro conducting national webinar on"Impact of COVID -19 on human relation successfully".

4.D.V.S.Lakshmi NSS coordinator and Smt.Sk.JareenaBegam newly appointed for coordinator are congratulated for conducting COVID-19 activities coordinating with the staff .

The week long activity report read and approved .

5.The departments incharge gave report about observation of days .

International Mother Language Day –Aug 29 .

Teachers Day –Sep 5 .

Hindi Diwas –Sep 23.

The reports of the events read and approved .

Afterwards ,the following resolution were taken to carry out following events .

1.The NSS coordinator suggested that COVID-19 rapid test should be done for staff and students in coordination with health department.

2.IQAC coordinator suggested that 3 days FDP should be conducted on "Online Teaching Practices".

3.While appreciating the departments who conducted online quiz competition ,the chair person asked the remaining departments to conduct quiz online in the next month.

4.Departments of political science and telugu come forward to organize national webinar in January & march respectively.

5.Department of zoology announced certificate course in “Mushroom Cultivation”.

6.Department of political science informed that certificate course in Gandhian Philosophy will be commenced in February.

7.JKC announced awareness programme coordinated by Nehru Yuvakendra in January.

8.The following days will be observed

02/10/2020 - Gandhi Jayanthi

17/10/2020 – Ozone Day

01/12/2020 – World AIDS Day

10/12/2020 –Human Rights Day

22/12/2020 – Mathematics Day

24/12/2020 – Consumers Day

04/01/2021 – Braille Day

25/01/2021 – National Voter Day

26/01/2021 – Republic Day

/02/2021 – English Speaking Skills Day

28/02/2021 – National Science Day

9.Smt.S.Lakshmi ISO coordinator requested the staff to provide institutional data as and when required and to go for green audit and energy audit by third party.

10. Submit AQAR 2018 to 2019 online at earliest.

11.Dr.R.Sreedevi and Smt.SK.Jareena Begam who are selected as video presenters are congratulated by the committee. The remaining staff are advised to prepare LMS content.

12.The academic coordinator spoke as the importance of documentation of online activities being carried out by the staff members.

13.Dr.G.Sailaja is nominated as online courses coordinator. She called upon the staff to for the courses and also motivate the students.

Sailaja G.

Co-Ordinator

Signature of the mMembers

Dr.P.SaiBabu

Dr.K.S.V.RangaRao

Dr.G.Sailaja

Smt.Sk.JareenaBegam

Dr,R.Shreedevi

Ch.Sundar Singh

M.Madan Mohan

v.Manjunath

G.Janardhan Gupta

Principal
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MEETING-3

23-03-2021

The IQAC met under the chairman –ship of Dr.Ch.Nagamani,Principal of the college at 4:30pm.The following agenda was placed before the chair .

- 1.Review of the minutes of the previous meeting.
- 2.COVID-19-standed operative measures action plan.
- 3.B.A course made viable-remedial measures.
- 4.III&V sem exam conduct of I year classes .
- 5.Registration for JVD
- 6.Submission of ISO and green audit /energy audit
- 7.Internal audit by IQAC .
 - COVID –RAPID test was done for staff and students .
 - IQAC conducted 2day FDP on ‘Online teaching practices’.
 - Some department have yet to conduct online Quiz. They are planning to conduct shortly.
 - Depts of pol.sci&commerce and commerce organized webinar on ‘Intellectual property rights’ on 25-01-2021.Dept of telugu organized webinar on 08-03-2021.
 - Certificate course on ‘Mushroom cultivation ‘commenced.
 - Certificate course in ‘Gandhian philosophy’ was Inaugurated on 26-2-2021.
 - NYK organized youth awareness program .
 - All days were observed as per schedule .
 - The principle submitted I so manual on 8-3-21 at ID college.It has to be re-submitted after making certain modifications .
 - AQAR18-19 submitted online successfully.
 - DR.G.Sailaja,online course coordinator conducted spoken tutorials successfully and 116 students passed. The committee congratulated for her laudable efforts.
 - CH. Sundarsingh, academic coordinated announced that Vsem exams are being conducted following COVID-19 protocal. The chairperson appreciated him for him efforts.
 - After completing the review of previous meeting minutes the remaining agenda items were discussed and resolutions were taken.
2. In view of the II phase of COVID-19 pandemic the following SOP was strictly followed .
 - Mandatory use of hand sanitizer before entering.

- Mandatory use of face mask.
- Main laining social distance.
- Encourage students to bring individual sanitizer.
- Hand sanitizer stand should be kept at the enterence.
- Display posters .
- Sanitize classrooms and washrooms with the help of municipal authorities.

3. The committee put a note of thanks on record for the help rendered by honorouable MLA Dr.NimmalaRamanaidu. In converting BA into available course .The department of humanities is advised to make efforts to get students in spot admissions.

4. It is resolved to conduct classes for Ist year students despite III & V semester university exams.

5. Since 25th march is the last date for vidyadeevena scholarship counselors should make sincera efforts and see that all students get registered in jhamabhoomi portal in time .

6. IQAC coordinated announced that internal audit will be done in june.

7. Resolved that LMS should be made an integral part of online teaching.

Sailaja R.

Coordinator

[Signature]
Principal

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Members present:

1. Dr.R.Sridevi
2. Dr.P.Saibabu
3. Smt. Sk.Jareenabegam
4. Dr.G.Sailaja
5. Ch. Sundar Singh
6. M.Madhan Mohan
7. G. JanardanGuptha
8. V. Manjunath
9. Dr.K.S.V.Rangarao



Conferences, Seminars, Workshops

On quality conducted

AY 2020-21



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CIRCULAR

DNRGDCW /WP/2020-21/12

Date :02-12-2021

All the faculty members are informed that the Department of Commerce and IQAC is organizing THREE DAY FDP PROGRAM ON "ONLINE TEACHING". So, all the faculty members are requested to attend the program.

The program details are given below:

Title	THREE DAY FDP PROGRAM ON "ONLINE TEACHING"
Resource PersonS	1.Mr. P.SYAM BABU,MCA,M.TECH(CSE),Assistant Professor &Head,Department of Computer Science,Sri Y.N.M College,Narsapur,W.G.Dt. 2.Dr.R.R.Shreedevi,Lecturer in hindi,Sri DNR GDC(W),Palakol 3.R.Sailaja,Guest Lecturer in Computer Science,Sri DNR GDC(W),Palakol
Date	07-12-2020 TO 09-12-2020
Timings	10:00 AM to 5.00 PM
Venue	Virtual Class Room

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Programme Schedule

Title of the program: THREE DAY FDP PROGRAM ON "ONLINE TEACHING"

DAY 1:

Date: 18-06-2021

Time: 9.00 AM to 4.30 PM

Venue: Virtual Class Room

Resource Person: 1. Mr. P. SYAM BABU, MCA, M. TECH(CSE), Assistant

Professor & Head, Department of Computer Science, Sri

Y.N.M College, Narsapur, W.G.Dt.

Topics: Usage of ZOOM, Uploading videos in GOOGLE DRIVE

DAY 2:

Date: 18-06-2021

Time: 9.00 AM to 4.30 PM

Venue: Virtual Class Room

Resource Person: 2. Dr. R. R. Shreedevi, Lecturer in Hindi, Sri DNR GDC(W), Palakol

Topics: Usage of Cisco Webex, OBS, Screen Recorder

DAY 3:

Date: 18-06-2021

Time: 9.00 AM to 4.30 PM

Venue: Virtual Class Room

Resource Person : 3. R. Sailaja, Guest Lecturer in Computer Science, Sri DNR GDC(W), Palakol

Topics: WPS Office Tools, Youtube Channel Creation and Video Uploading Settings, Google Forms



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Program Report

Objective:

- 1.To Develop Online Teaching Skills
- 2.To Introduce Online Teaching tools online
- 3.To Explain ICT

Description:

IQAC and Department of commerce conducted Three days FDP program in pandemic situation of COVID-19 for teaching and skill development. In the present situation all the faculty members have to conduct online classes all faculty have to gather online knowledge and present their best. We invited Mr.P.SyamBabu to explain uses of zoom and uploading videos in google drive. Second resource person of the program Dr.R.Shreedevi. She gave many information about uses of Cisco Webex and obs ,screenrecorder. Our third resource Person is R.Sailaja, faculty in Computer Science. She explained WPS office, Youtube channel creation and video uploading and google form creation. She is explain these all thing in good understanding manner. So FDP program was full successful in our view.



OUTCOME: After the completion of the 3 day FDP all the staff took classes on online mode, and the IQAC of the college monitored the classes and the links are enclosed herewith as attachments. Departments of chemistry, computer science, commerce, telugu and physics conducted national online quizzes using Google form

Sailaja B.
Coordinator



[Signature]

Principal
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CIRCULAR

DNRGDCW /WP/2020-21/12

Date:10-08-2021

All the faculty members are informed that the Department of Political Science AND IQAC is organizing **NATIONAL WEBINAR ON "IMPACT OF COVID-19 ON HUMAN RELATION"**. So, all the faculty members are requested to attend the program.

The program details are given below:

Title	NATIONAL WEBINAR ON "IMPACT OF COVID-19 ON HUMAN RELATION"
Resource Persons	1.Dr.G.Srinivas, Addl Secretary UGC, New Delhi
Date	12-08-2028
Timings	10:30 AM to 1.30 PM

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PROGRAM REPORT

“NATIONAL WEBINAR ON “IMPACT OF COVID-19 ON HUMAN RELATION””

A resource person Dr.G.Srinivas introduces about Indian Society and their family system.

“Covid -19 Impact on Human Relation”

Organized by the Department of Political Science & IQAC cell, Sri DNR GDC(W),Palakol. Welcome address by the principal express her appreciation to the organizers Department of Political Science & IQAC,Sri DNR GDCW,palakol from Organizing the day national webinar, she also welcomes all the distinguished resource person,participants from different institutions and students who took part in the webinar.She wished the webinar a successful interaction and outcome oriented program.

Brief introduction by Dr.P.Saibabu The head of the department of political science and IQAC Co-ordinator one by one explained the purpose of webinars gave a brief introduction about the topic.The principal OF Sri DNR GDC(W),palakol express all around the world hastened to respond by enforcing measures such as social distancing, quarantine and Isolation. While necessary this measures can have a significant effect on social relationship and peoples mentalhealth, fear, anxiety, anger, sadness and grief are compounded by being away from schools, work, press, adjusting to new ways of learning and working, as well as fear of losing jobs and family income. These al the effect on human relation.

Our Resource person suggested to keep in touch with family and friends through email, cell phones and making social medias.

Dr.P.SaibabuProposed the vote of thanks for the principal of the college, the organizers resource persons, participants and students who took part in the webinar.



Sailaja G.
Coordinator




Principal
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CIRCULAR

DNRGDCW /WP/2020-21/12

Date:20-02-2021

All the faculty members are informed that the Department of Commerce and Political Science is organizing **NATIONAL WEBINAR ON "INTELLECTUAL PROPERTY RIGHTS"**. So, all the faculty members are requested to attend the program.

The program details are given below:

Title	NATIONAL WEBINAR ON "INTELLECTUAL PROPERTY RIGHTS"
Resource Persons	1. Prof. V.VIJAYA LAKSHMI , University of Law, Andhra University, vishakapatnam. 2. Prof.Dr. GB.REDDY, University of Law, Osmania University, Hyderabad. 3. Prof. V .BALASWAMY, Department of journalism, Osmania University, Hyderabad.
Date	25-02-2021
Timings	10:30 AM to 1.30 PM

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PROGRAM REPORT

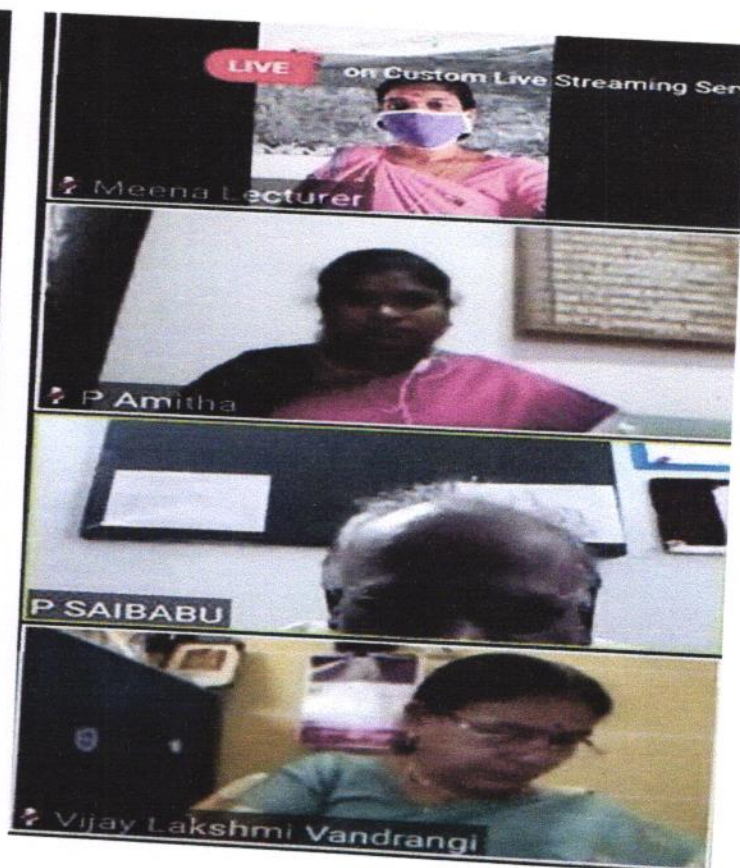
"NATIONAL WEBINAR ON INTELLECTUAL PROPERTY RIGHTS"

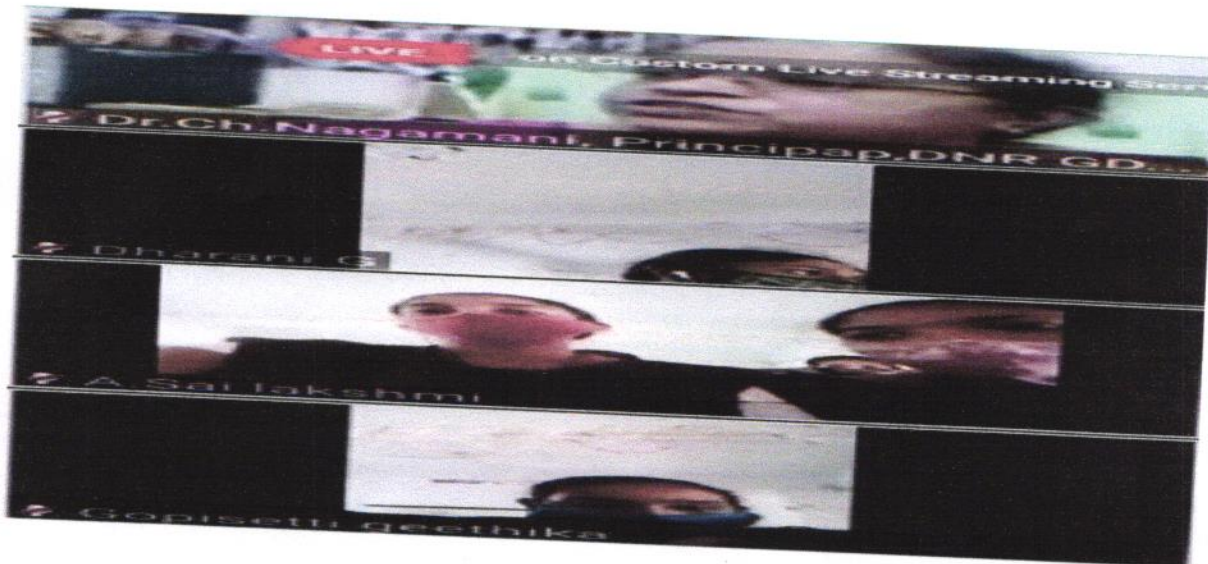
OBJECTIVE : This webinar focused on patent, designed patent, copy rights, trade mark, trade secrets, and IP laws applicable in India.

- To provide an understanding of basic concepts of IPR related technology.
- The main objective of IPR is to create public awareness about the benefits of Intellectual Property among all sections of society.
- To facilitate freeing the significance of IPR in the context of the current developments .
- To guide individuals about patent drafting .

Program Report:

Intellectual Property Rights are the rights given to persons over the creations of their minds .They usually give the creator an exclusive right over the use of his/ her creation for certain period of time. Strong IP rights help consumers make an educated choice about the safety, reliability, and effectiveness of their purchases. Enforced IP rights ensured products are authentic and of the high quality the consumers recognize and expect.





SRI DASARI NARAYANA RAO GOVT DEGREE COLLEGE FOR WOMEN

PALAKOLLU, WEST GODAVARI DISTRICT, ANDHRA PRADESH
[Affiliated to Adikavi Nannaya University]



Political Science and Commerce Departments

Certificate of Participation

This is to certify that <<Full Name>>, <<Designation>>, of <<Institution Name>> has participated in One day National Webinar on **Intellectual Property Rights** organised on 25th February, 2021.

Dr. P. Sai Babu
Dr. P. Sai Babu
HoD of Political Science
Organising Secretary

Mrs. S. Lakshmi Kantham
Mrs. S. Lakshmi Kantham
HoD of Commerce
Coordinator

Dr. Ch. Nagamani
Dr. Ch. Nagamani
Principal
Chairperson



OUTCOME : Students are now able to apply Intellectual Property Law Principles to real problems and analyze social impact of IP Law and policy. Students also learnt working in teams, solve problems and manage time, Analysing ethical and professional issues which arise in the IP Law context.

NO. OF STUDENTS PARTICIPATED IN WEBINAR: 90

Sailaja G.
Coordinator



Principal
Principal
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CIRCULAR

DNRGDCW /WS/2020-21/09

Date 27-04-2021

The institution is organizing a workshop on “The Value of Strong Workplace Ethics” at 28/ 04/ 2021.
All the teaching staff are instructed to attend the program.

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PROGRAMME REPORT

Ethics in workplace guarantees positive environment to the employees. It is often seen that an organisation where there is positive atmosphere the employees are often happy and contented. Such workplaces are seen as offices where employees look forward to come to work, unlike other places where office is a burdensome routine. Positively ethical organisations emit positivity leading to loyal employees and low attrition rates. Such employees are more attached towards the organisation.

On the other hand, professionalism means the conduct or key qualities that exemplify a certain profession or a professional being. Professionalism states that there is a certain level of workmanship or professional duties. Professionalism means being successful ethically and also influencing co-workers.

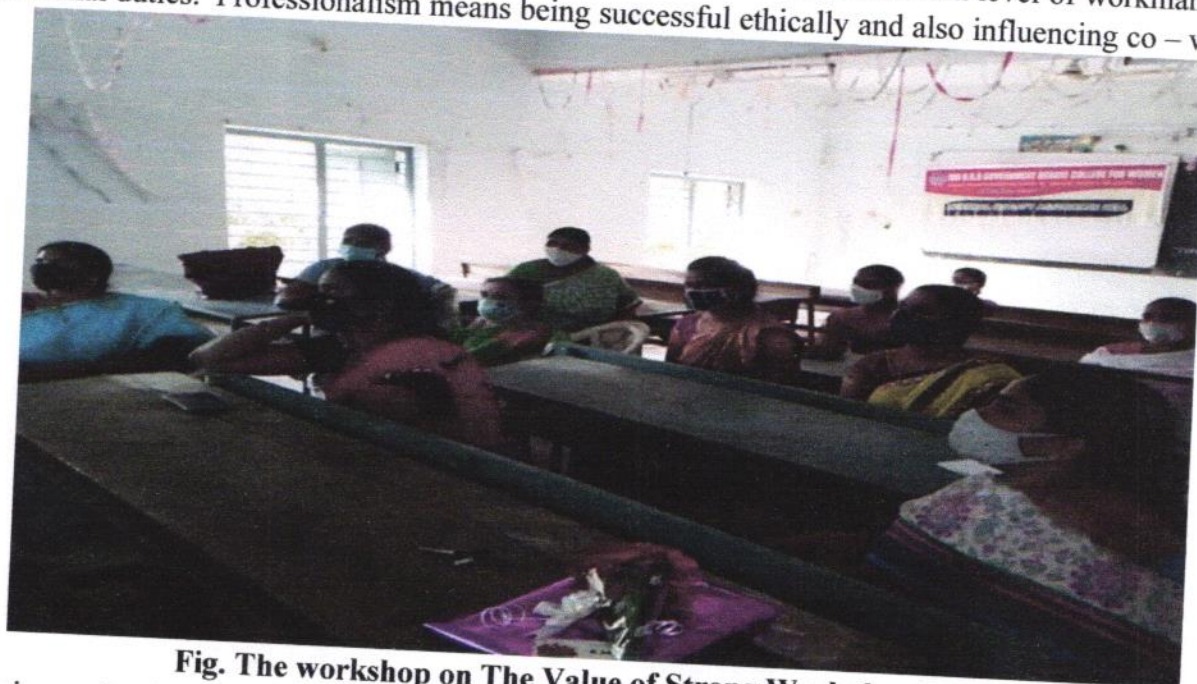


Fig. The workshop on The Value of Strong Workplace Ethics

Achieving maintaining work ethics and professionalism is not difficult. In fact, they are easier done then said. The challenging part is execution which too can be managed if organised well and planned well. Some important pointers like honesty, integrity, punctuality, delivering on time, if carried out well the talks becomes easier. Also, to note is that the leaders should implement this before they preach to the subordinates, work ethics and professionalism leads an organisation to the pinnacle of success. Apart from this, it also provides a sustainable work environment for the current and potential employees.

Sailaja G.
Coordinator



[Signature]

Principal

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CIRCULAR

DNRGDCW /WP/2020-21/12

Date:16-06-2021

All the faculty members are informed that the Department of mathematical Sciences (Mathematics) is organizing one day workshop. So, all the faculty members are requested to attend the program.

The program details are given below:

Title	One day workshop on "Linear Algebra and its applications".
Resource Person	Mr. U.Chandrasekhar
Date	18-06-2021
Timings	9:00 AM to 4.00 PM
Venue	Seminar Hall-1

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(Affiliated to Adikavi Nanayya University, Rajahmundry)

Beside Municipal Office, Main Road, PALAKOL-53420, W.G.Dt., A.P.
e-mail : dnrjkc@gmail.com
website : www.sridnrgdcw.ac.in

☎ 08814-222128



Programme Schedule

Title of the program: One day workshop On "Linear Algebra and its applications".

Date: 18-06-2021
Time: 9.00 AM to 4.30 PM
Venue: Seminar Hall -1

DAY 1:

Morning Session:

9:00 - 9:30	Inauguration
9:30 - 10:30	Introduction to Linear algebra and vector spaces
10:30 - 10:45	Tea Break
10:45 - 11:45	Problems and theorems on vector spaces
11:45 - 1:00	Linear Transformations
1:00 - 2:00	Lunch Break

Afternoon Session:

2:00 - 3:00	Rank and Nullity of Linear Transformations
3:00 - 3:15	Tea Break
3:15 - 4:00	Practical session on Linear algebra
4:00 - 4:30	Distribution of certificates and vote of thanks



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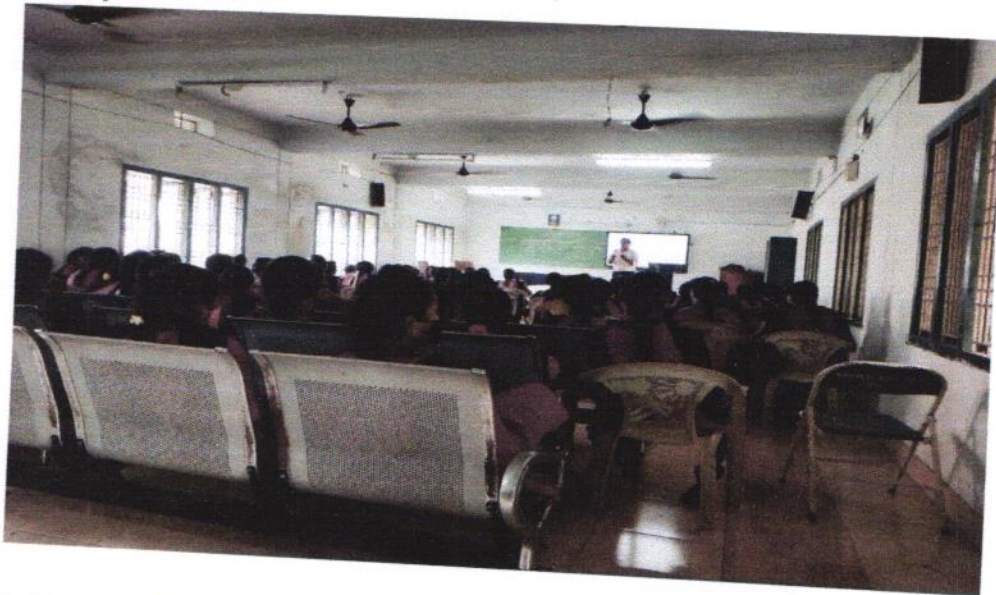
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Program Report

Name of the program: One day workshop on "Linear Algebra and its applications".

- Date: 18-06-2021
- Venue: Sri DNR Govt. Degree College for Women, Palakollu. The inauguration took place at 9AM by the principal. The resource person gave introduction to "Linear Algebra and its applications".
- He explained about Linear algebra and vector. Spaces at 9:30AM. Tea break was held at 10:30AM. After the tea break, he explained Problems and theorems of Linear Algebra and Linear Transformations.
- After the lunch break the resource person explained Rank and Nullity theorem of Linear Transformations at 2pm. Tea break was held at 3PM, it was followed by practical session on Linear Algebra from 3:15 to 4PM. The programme was concluded with distribution of certificate and vote of thanks by 4:30PM.



Outcomes

- Enable to use mathematically correct language and notation for Linear Algebra.
- Achieved computational efficiency involving in Linear Algebra
- Understood the axiomatic structure of modern maths and learn to construct easy proofs.
- Enable to solve problems by applying Linear Algebra in the areas like Chemistry , Economics and Engineering

Sailaja G,
Coordinator




Principal

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Collaborative Quality initiatives
AY2020-21



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CIRCULAR

DNRGDCW /WP/2020-21/13

Date:19-07-2021

This is to inform to all the faculty members that the **Department of Humanities** (English) is organizing a one-day workshop on “**Strategies to Develop Class Room Communication Skills**” on 20-07-2021 at 11:00 AM. Hence All the faculty members are instructed to attend the Program.

Venue: Seminar Hall

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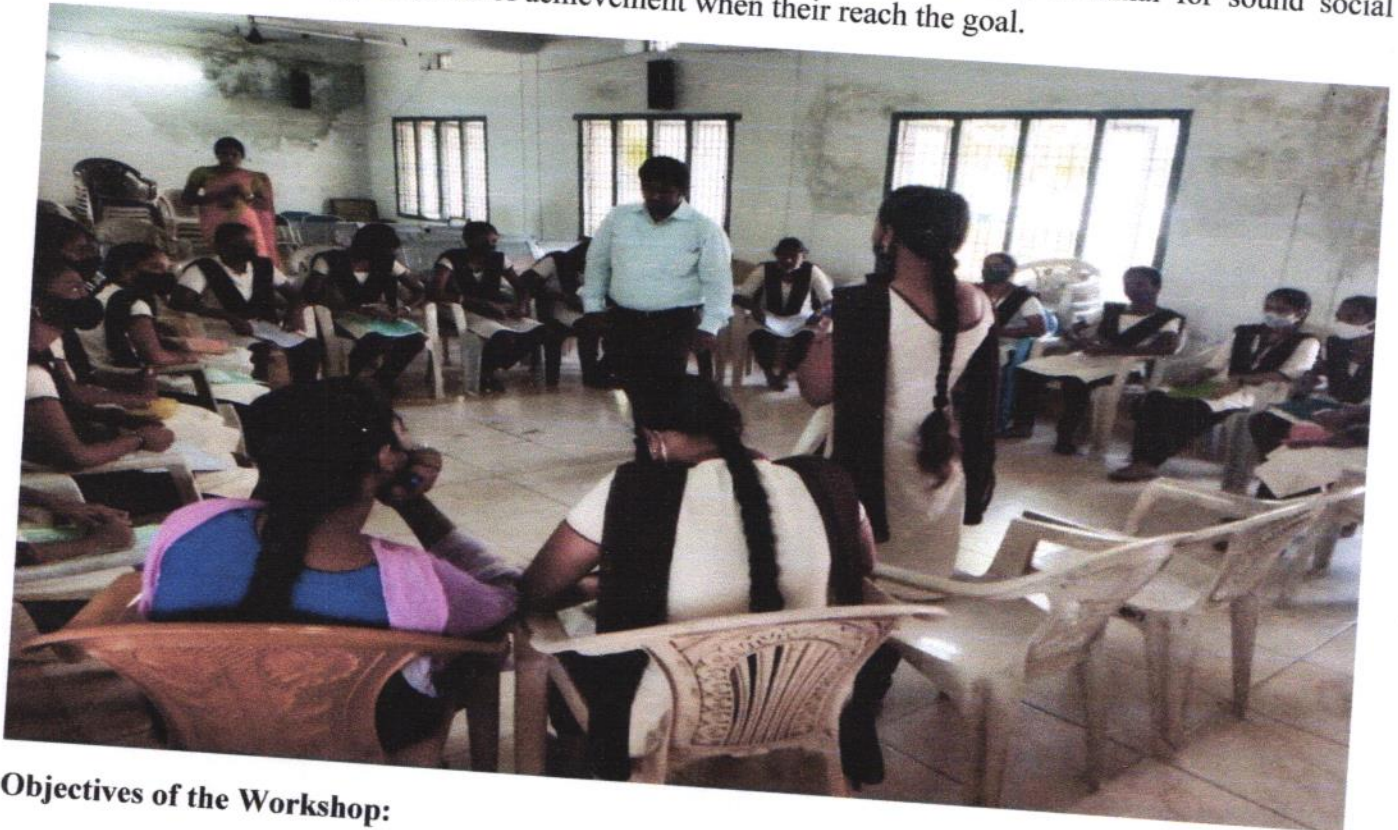
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PROGRAMME REPORT

Pair work and group works provides more speaking time in learning process among the peers. It allows them to mingle with other learners in the group which is essential for sound social behaviours. It gives sense of achievement when their reach the goal.



Objectives of the Workshop:

- ❖ To strengthen the teachers in planning
- ❖ To equip the teachers with varieties of group activities in teaching and learning English.
- ❖ Preparing the concept of lesson plan in pair work and making simple rules.

Outcomes.

- ❖ Teachers understood the basic principles of pair and group.
- ❖ Teachers equipped to develop communication skills through pair and group work
- ❖ Teachers understood the different kind of activities in teaching English.

Sailaja G.
Coordinator



GJ
Principal

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CIRCULAR

DNRGDCW/WS/2020-21/16

Date:03-08-2021

All the teaching staff members are informed that the department of Computer Science is organizing a workshop so all the teaching staff members are requested to attend the program

Title	ONE DAY WORKSHOP ON OFFICE AUTOMATION TOOLS MADE WORK EASY
Resource Person	Mr.K,LakshmanaRao
Date	04-08-2021
Timings	10:00 AM to 4:00 PM
Venue	Seminar Hall


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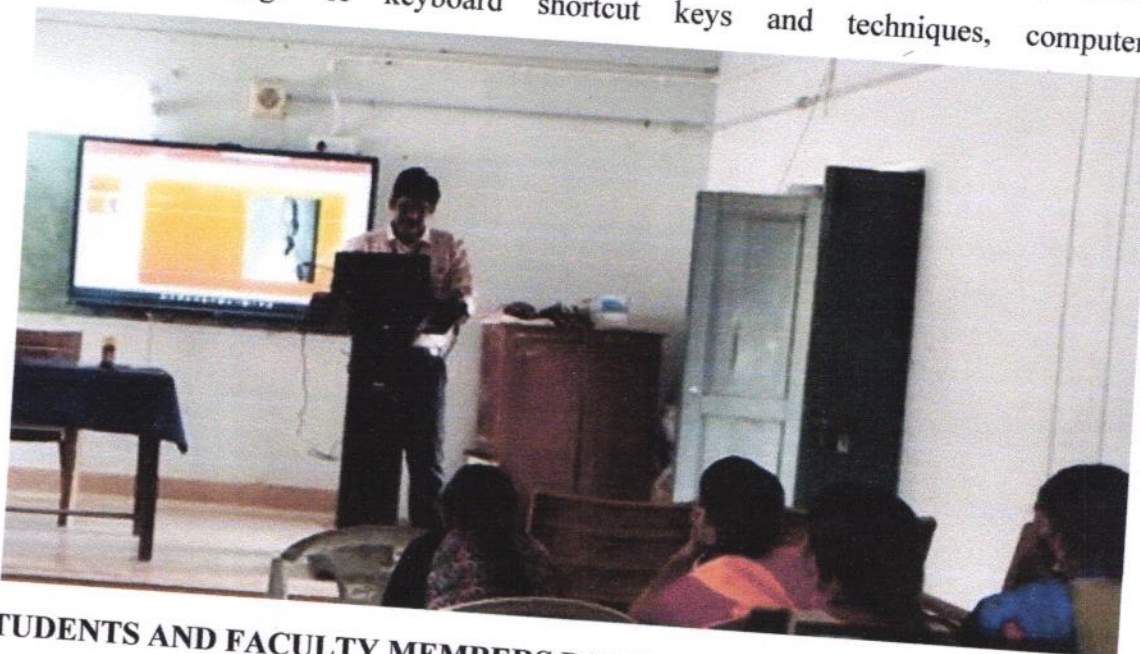
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PROGRAMME REPORT

A successful training program in Office Automation Tools has been conducted from 04th August 2021 which was held at Sri DNR Govt. Degree College for Women, Palakollu. The program covers Ms- Office Packages Word, Excel, PowerPoint, Outlook with practical approach and provides usage of keyboard shortcut keys and techniques, computer literacy



etc.

STUDENTS AND FACULTY MEMBERS PARTICIPATED THE PROGRAMME

OBJECTIVES OF WORKSHOP

- The able to learn excel function to summarize quantitative data graphically in planning to future reference.
- To Understand Ms- Excel is a powerful data analysis tool and all statistical tests usages were done with the data analysis tool pack
- To able to learn Ms- Office package tools like Word, Excel, Access, Power Point Outlook.
- Outcomes
- Abel to learn excel function to summarize quantitative data graphically.
- Understand Ms- Excel is a powerful data analysis tool and all statistical tests uses were done with the data analysis tool pack.

Sailaja G.
Coordinator



[Signature]

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**ORIENTATION PROGRAMME
ON QUALITY ISSUES**

AY 2020-2021



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CIRCULAR

DNRGDCW/IQAC/2020-21/17

Date:25-08-2021

The is bring to your notice an **Induction Program** for faculty is planned to organise on 26th August 2021 from 9:00 AM to 5:00 PM at Seminar Hall – 1 without fail.

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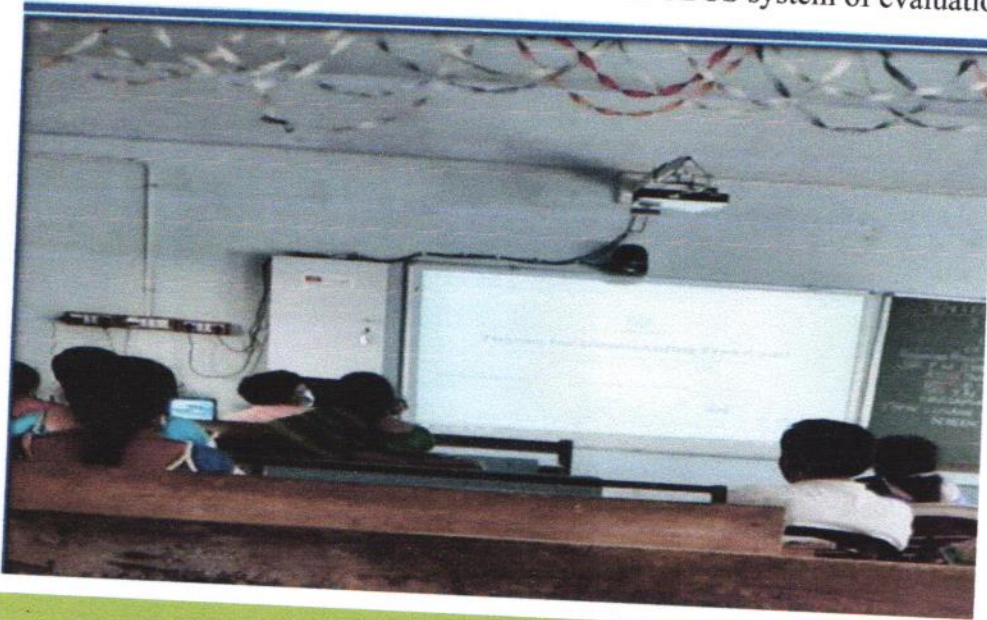
PROGRAMME REPORT

Objectives

- To make aware of their roles and responsibilities as faculty members.
- To familiarize new faculty with the structure, function, governance, rules, regulation and professional expectations in higher education institutions.

Report

An induction program was conducted by the Sri DNR Govt. Degree College for Women for Women, Palakol Department of Commerce in 26th August 2021 the inducted faculty members were briefed on the genesis and establishment of the college, about various courses and learner centered approached to teaching , learning resources available ICT tools for teaching aids, teaching materials to be used, selection of appropriate teaching aids and Remedial Teaching methodologies to be adopted examination system Internal Assessments and skill based Tests based on the CBCS system of evaluation.



Outcome

At the end of the session faculty gained awareness on College Structure, Administration and their roles and responsibilities.

Sailaja R.
Coordinator



[Signature]
Principal
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ISO CERTIFICATION
AY 2020-21



Certificate

HYM International Certifications Pvt. Ltd.

Certified that the Quality Management System of

SRI DASARI NARAYANARAO GOVT DEGREE COLLEGE FOR WOMEN

Palakol, West Godavari , Andhra Pradesh, India

has been assessed and found to be in accordance with the requirements of the quality standards

ISO 9001 : 2015

for the following scope of certification

PROVIDING EDUCATIONAL SERVICES

Further information about the scope of this certificate and applicability of ISO 9001 : 2015 requirements may be obtained by consulting the organization.

Issue Date : 10/04/2021

1st Surveillance 09/04/2022

Renewal Date : 09/04/2024

2nd Surveillance 09/04/2023



Authorised Signature

Certificate No : **Q91864141936**

HYM International Certifications Pvt. Ltd

NOTE: Subject to Recertification at the end of every one year from the date of issue of this certificate

This is an accredited certificate authorized for issue by Accreditation Service for Certifying Bodies [Europe] Limited who have assessed M/s.HYM International Certifications Pvt. Ltd. against defined criteria and in cognisance of ISO 17021:2015 "Conformity Assessment - Requirements for bodies providing audit and Certification of management Systems".

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