



7.2.1 - Describe two best practices successfully implemented by the Institution

YEAR 2020-2021

Practice 1

Best Practice Title: READER APPROACHABLE N-List E- LIBRARY

1 Title of the Practice: READER APPROACHABLE N-List E- LIBRARY

2. The context that require the initiation of the Practice

It is rightly said, "Toady a Reader, Tomorrow a Leader". The future of any Nation is in the hands young generation. Youth without reading habit is like body without soul. It is inevitable need for today's students to update themselves for knowledge, information, current affairs and global news. Library plays a pivotal role in imparting people with reliable content. A library is a very useful platform that brings together people willing to acquire knowledge. It helps the students in expanding their knowledge in all spears of academic fields. The students can develop their reading habits from a library and satisfy the thirst and curiosity for enhancing knowledge. This helps in the personal growth of students too. Additionally, good readers can inspire others for reading habits.

3. Objective of the practice.

- To develop the reading culture amongst the students
- To provide authentic and reliable content for knowledge enhancement
- To offer employment opportunities
- To encourage and promote of expanding information
- To train students for brainstorming reading practices

4. The Practice:

By inculcating the above mentioned objectives, the institution offers the students one of the richest central library facilities with fully computerized, digitized and easy access system. It has capacity of common air-conditioned with Wi-Fi reading hall containing 100 seats and

separate cubicles. Apart from a big common reading-hall, the library also houses 10 cubicles for special studies; these cubicles are provided with desk for study of reference books and proceedings required for project work and home assignments. The following are the measures of **READER APPROACHABLE N-List E- LIBRARY:**

- 1) **Library Blog:** The College library has its own Blog. The students can access every reading Material through College Library Blog.
Library Blog: <http://vrpcclibrary.blogspot.com/p/download.html>
- 2) **Online E-Journal Search- :**
Any students can search available and issued E-Journal from the online catalogue. Along with, students can review the Book Cover page and Book index form the online catalogue.
- 3) **Book On Demand :**
The librarian helps the students to issue the books online through Document Delivery Services. Interested students can keep Book issue demand online and librarian will make available to the respective students.
- 4) **INFLIBNET N-LIST (National Library and Information Services infrastructure for scholarly content):** This is specially provided to all the students for accessing e-resources online from all colleges in India.
Achievement: In the year 2020-2021, our college is the only college to be awarded form Gujarat in N-List Usage in Top 10 Users of India.
- 5) **Institutional Digital Repository :**
The college library provides online source for Previous Internal and External examination papers as well study material also. The students can easily download the same and utilize for preparation reference.
- 6) **User Friendly Open Access Resources:**
All Open Access Resources like Courseware and learning resources, virtual laboratories, open access e-books, open access E-journal are linked on Online Library Homepage for user friendly approach.
- 7) **New Arrivals Displays:**
New Arrivals for Books, Magazines and Journals are made by displaying on Online Library Homepage. This helps students to have keen interest for reading.
- 8) **Library Orientation Programme for New Admitted students:**
Every year, Librarian organizes a Library orientation Programme at beginning of the new Academic year for new admitted students. The students are acquainted for all kinds of Online and Physical library resources.

5. Obstacles faced if any and strategies adopted to overcome them (150-200 words)

Obstacles faced:

- 1) Difficulties for promoting library habits
- 2) Challenges for promoting the progress of the knowledge
- 3) Inadequacy of the student develop multidisiplinary reading approach

Strategies adopted to overcome Difficulties:

- 1) **Difficulties for promoting library habits-** The College Library analyses and declares the 5 Best Library users at every Month end on Library Homepage. This practice helps students to utilize library more.

- 2) **Challenges for promoting the progress of the knowledge-** Along with Syllabus oriented Books and Material, The College library uploads Study materials, Internal and Exam papers on Online Library. This provides assistance to the students for enhancing their academic progress.
- 3) **Inadequacy of the student develops multidisciplinary reading approach-** commonly, Students, while visiting the library, read their syllabus oriented references. To develop multidisciplinary reading approach amongst the students, the college library displays “New Arrival” on online college library which may attract students to read further literature too.

6. Impact of the Practice:

The College digitalized library and user friendly library stimulated the decent reading culture amongst library users. The following are the noteworthy Impact of the continual practice:

- 1) The Library imparts motivation to the library users for satisfying reading thrust
- 2) The concept of N-list library provided instant access of educational content promptly to all students. Digital library is accessible anywhere and at any moment using a simple technological device, such as a PC, a tablet or even a smartphone. This means students can issue and review online books, magazines and journals.
- 3) Best library sitting environment attracts positively students to enhance their reading

In the year 2020-2021, our college is the only college to be awarded form Gujarat in N-List Usage in Top 10 Users of India.

The screenshot shows the N-LIST website interface. At the top, there are navigation links: More >, Login, Licences and Fairuse, F A Q s, Contact Us, Write Comment(s), Request an Article, and a call number +91 79 2326 8243/44. The main header includes the N-LIST logo (National Library and Information Services Infrastructure for Scholarly Content) and the eShodhSindhu Consortium logo. Below the header is a navigation menu with links: Home, About, Members, E-Resources, How to Join?, Operation, UserGuide/help, Register, College Status, Search, Downloads.

The main content area features several sections:

- Welcome to N-LIST Website:** An Initiative of Ministry of Human Resource Development (MHRD) Under the NME-ICT now funded by UGC, as college component under e-ShodhSindhu Consortium. It includes a "Registered Member's login" button and a "Click here to Login >>" link.
- Announcement:** Registration of new colleges and renewal of existing colleges is now opened for the colleges under section 12B of UGC Act. Annual Membership Fee (Rs. 5,900.00(Rs. 5000/- Membership Fee + Rs. 900/- (18%) GST). NOTE: Non-Aided Colleges (except Agriculture, Engineering, Management, Medical, Pharmacy, Dentistry and Nursing) may join NLIST on payment of Annual Membership Fee of (Rs. 35,400.00 (Rs. 30,000/- Membership Fee + Rs. 5400/- (18%) GST).
- Important:** For the colleges under firewall, the port nos 2048-3251 required to be open for login. Please ask your Network Admin/ISPs.
- Important email contacts:** For payments related, paymentinfo@inflibnet.ac.in; For access problem etc: college@inflibnet.ac.in.
- Print Fee Receipt/Invoice** and **Quotation[2020-2021]** links.
- N-LIST Winner of The Manthan Award:** Digital Resource for Development South Asia 2010 under e-LEARNING Category. Total No of users: 804418, No of users added in March: 757. Includes a "College Administrator LOGIN >>" button.
- Top 10 College Users:** A list of colleges with a red box highlighting "Shri V R Patel College of Commerce, Mehsana, Gujarat". Other colleges listed include Lady Shri Ram College for Women, New Delhi, and Dnyanprasarak Mandal's Anand R. Sirsat College of Arts, Sou. Shella Premanand Vaidya College of Sc. Bardez.
- What's New?@NLIST Programme:** Access to Lambridge university press discontinued from 2017. Access to archival content for 2010-2016 is continued. Access to Jstor journals are now available to Colleges under NLIST Programme. Trial access to World Scientific Publication and University Publishing Online through Cambridge University Press-ebooks. Cambridge University Press-ebooks (1800+ titles).

7. Resources Available:

- 1. Library Blog**
- 2. INFLIBNET N-LIST (National Library and Information Services infrastructure for scholarly content)**
- 3. Wi-Fi and Girl- Boy separate Reading Hall**
- 4. Issue/return of books**
- 5. Book – bank service**
- 6. Inter – library loan**
- 7. Reference / information services**
- 8. Reprography service**
- 9. Scanning and printing documents**
- 10. Current awareness service**
- 11. Career guidance reading facility**
- 12. Old question paper service**
- 13. Demand book facility**
- 14. New arrivals displays**
- 15. Net surfing facility**
- 16. Rare Section**

PRACTICE 2

1. Title of Practice: GUIDELINES FOR PREVENTIVE STEPS AND MOTIVATION TO DURING THE PERIOD OF THE PANDEMIC COVID 19

2. **The context that require the initiation of the Practice:** As we know that Teaching is noble profession. Leadership of Teacher can lead number of youngsters for achieving their. Unfortunately, the Universe met with terrible condition of Covid 19. It is observed that the Corona virus gets spread very speedily and the life saving situation of the world has been worsening rapidly since the very first day of the eruption of Covid 19. Some of our students and faculties also became the victims of this virus. Corona virus is an epidemic of an infectious disease that has spread across a large region of the world. It was highly required to control this pandemic.

3. Objective:

- The significant aim of this practice is to make the students become familiar with the preventive steps to protect themselves from Corona virus.
- Motivating students for importance of Covid Vaccination
- Strengthen the online teaching process
- Make students aware about Human value

4. The Practice

- We took safety measures for protecting the students from Corona virus. When the situation became somewhat favorable for offline classes we started two types of teaching learning processes: Online as well as Offline classes. We allowed some students who were interested in attending offline classes after seeking their parents' consent in writing.
- There have been a lot of confidence-building measures rapidly instituted in the current corona virus disease i. e. COVID-19 pandemic. Among these measures is the so-called 'disinfection tunnel' (DT) or 'sanitization tunnel.' It has been stationed at the entrance of the college. The students are compelled to walk through it so that they can protect themselves from Covid 19
- We sanitized the classrooms too. The students were provided with the masks as well. Their body temperature was also examined by the Temperate Checking Gun. If temperature exceeded more than 100, we did not allow the students to attend offline classes.
- We conducted online tests involving only MCQs for keeping them away from mass.
- We did distribute Ayurveda hot liquid (Ukala) among the students to protect themselves from pandemic.
- The college has also purchased few necessity equipments for the smooth online teaching process:





Tax Invoice/Bill of Supply/Cash Memo
(Original for Recipient)

Sold By :
ICEBERG MAKERS
* WH - 10, Crystal Indus Logistics Park, Bhayla
Ahmedabad, Gujarat, 382220
IN

PAN No: APUPM1469E
GST Registration No: 24APUPM1469E1ZN

Billing Address :
rajan prajapati
226/G-1, KANAP FLATS, NEAR ASHIRWAD
FLAT
MAHESANA, GUJARAT, 384002
IN
State/UT Code: 24

Shipping Address :
rajan prajapati
Principal,
Shri V. R. Patel College of Commerce, Nagalpur
Road, State Highway,
MAHESANA, GUJARAT, 384002
IN
State/UT Code: 24

Place of supply: GUJARAT
Place of delivery: GUJARAT

Order Number: 405-8923482-2765156
Order Date: 04.08.2020

Invoice Number : IN-AMD1-5040
Invoice Details : GJ-AMD1-158952091-2021
Invoice Date : 04.08.2020

Sl. No	Description	Unit Price	Discount	Qty	Net Amount	Tax Rate	Tax Type	Tax Amount	Total Amount
1	BROLAVIYA Iceberg Makers Cell Phone Tablet Stand, Gooseneck Flexible Clip Lazy Arm Bracket for Both Mobiles and Tablets Device 4-10.6 inch Mount for Desktop Bedroom, Office, Bathroom, Kitchen B07TZJXZ6X (ART ARM) HSN:6307	₹1,423.80	₹0.00	1	₹1,423.80	2.5%	CGST	₹35.60	₹1,495.00
	Shipping Charges	₹38.10	-₹38.10		₹0.00	2.5%	SGST	₹35.60	₹0.00
						2.5%	CGST	₹0.00	₹0.00
						2.5%	SGST	₹0.00	₹0.00
TOTAL:								₹71.20	₹1,495.00

Amount in Words:
One Thousand Four Hundred And Ninety-five only

For ICEBERG MAKERS:
For Iceberg Makers
M. R. Mulwani
Proprietor
Authorized Signatory

Whether tax is payable under reverse charge - No



Tax Invoice/Bill of Supply/Cash Memo
(Original for Recipient)

Sold By :
Appario Retail Private Ltd
* Building Nos. 1 & 2, Agsons Global Logistics
Park, VIII, Kishora, Main GT Road, Opp. Tau
Devilal Park
Sonipat, Haryana, 131021
IN

PAN No: AALCA0171E
GST Registration No: 06AALCA0171E1Z3

Billing Address :
Principal
Shri V. R. Patel College of Commerce, Nagalpur
Road, State Highway
MAHESANA, GUJARAT, 384002
IN
State/UT Code: 24

Shipping Address :
Principal
Principal
Shri V. R. Patel College of Commerce, Nagalpur
Road, State Highway
MAHESANA, GUJARAT, 384002
IN
State/UT Code: 24

Place of supply: GUJARAT
Place of delivery: GUJARAT

Order Number: 406-2300699-0301937
Order Date: 26.03.2021

Invoice Number : IN-DEL3-543683
Invoice Details : HR-DEL3-1034-2021
Invoice Date : 26.03.2021

Sl. No	Description	Unit Price	Discount	Qty	Net Amount	Tax Rate	Tax Type	Tax Amount	Total Amount
1	Wacom CTL-E100WL/K0-CX New Intuos Medium Bluetooth Pen Tablet (Black) B07BFH82V7 (B07BFH82V7) HSN:84733099	₹9,940.68	₹0.00	2	₹19,881.36	18%	IGST	₹3,578.64	₹23,460.00
	Shipping Charges	₹33.90	-₹33.90		₹0.00	18%	IGST	₹0.00	₹0.00
TOTAL:								₹3,578.64	₹23,460.00

Amount in Words:
Twenty-three Thousand Four Hundred Sixty only

For Appario Retail Private Ltd:

Authorized Signatory

Whether tax is payable under reverse charge - No



Tax Invoice/Bill of Supply/Cash Memo (Original for Recipient)

Sold By : X-Men Square B-331 pocket-11, Jasola, Delhi Delhi, Delhi, 110025 IN

Billing Address : rajan prajapati 226/G-1, KANAP FLATS, NEAR ASHIRWAD FLAT MAHESANA, GUJARAT, 384002 IN State/UT Code: 24

PAN No: BNLPR4128P GST Registration No: 07BNLPR4128P1Z9

Shipping Address : rajan prajapati 226/G-1, KANAP FLATS, NEAR ASHIRWAD FLAT MAHESANA, GUJARAT, 384002 IN State/UT Code: 24

Place of supply: GUJARAT Place of delivery: GUJARAT

Order Number: 407-0418531-0265118 Order Date: 18.01.2021

Invoice Number : IN-13120 Invoice Details : DL-1231152625-2021 Invoice Date : 18.01.2021

Table with 9 columns: Sl. No, Description, Unit Price, Qty, Net Amount, Tax Rate, Tax Type, Tax Amount, Total Amount. Includes a row for SUBTON Overhead Tripod Camera Stand and a TOTAL row.

Amount in Words: Three Thousand Nine Hundred Ninety-five only

For X-Men Square: M.D. 3020000 2474 Authorized Signatory

Whether tax is payable under reverse charge - No



Tax Invoice/Bill of Supply/Cash Memo (Original for Recipient)

Sold By : Appario Retail Private Ltd Appario Retail Private Ltd Unit No. 1, Khewat/ Khata No: 373/ 400 Mustatil No 31., Village Taoru, Tehsil Taoru, District Mewat., On Bilaspur Taoru Road Mewat, Haryana, 122105 IN

Billing Address : rajan prajapati 226/G-1, KANAP FLATS, NEAR ASHIRWAD FLAT MAHESANA, GUJARAT, 384002 IN State/UT Code: 24

PAN No: AALCA0171E GST Registration No: 06AALCA0171E1Z3

Shipping Address : rajan prajapati Principal, Shri V. R. Patel College of Commerce, Nagalpur Road, State Highway, MAHESANA, GUJARAT, 384002 IN State/UT Code: 24

Place of supply: GUJARAT Place of delivery: GUJARAT

Order Number: 407-4630266-5185930 Order Date: 29.05.2020

Invoice Number : IN-DEL2-143944 Invoice Details : HR-DEL2-1034-2021 Invoice Date : 29.05.2020

Table with 10 columns: Sl. No, Description, Unit Price, Discount, Qty, Net Amount, Tax Rate, Tax Type, Tax Amount, Total Amount. Includes a row for Wacom CTL-6100WL/K0-CX Intuos Medium Bluetooth Pen Tablet and a row for Shipping Charges, followed by a TOTAL row.

Amount in Words: Thirteen Thousand only

For Appario Retail Private Ltd: [Signature] Authorized Signatory

Whether tax is payable under reverse charge - No

Sold By :
Appario Retail Private Ltd
Building No. 5, BGR Warehousing Complex,
Near Shiv Sagar Hotel, Village Vahuli, Bhiwandi,
Thane
BHIWANDI, MAHARASHTRA, 421302
IN

Billing Address :
Principal
Shri V. R. Patel College of Commerce, Nagalpur
Road, State Highway
MAHESANA, GUJARAT, 384002
IN
State/UT Code: 24

PAN No: AALCA0171E
GST Registration No: 27AALCA0171E1ZZ

Shipping Address :
Principal
Shri V. R. Patel College of Commerce, Nagalpur
Road, State Highway
MAHESANA, GUJARAT, 384002
IN
State/UT Code: 24

Order Number: 406-2300699-0301937
Order Date: 26.03.2021

Place of supply: GUJARAT
Place of delivery: GUJARAT
Invoice Number : IN-BOM7-5180007
Invoice Details : MH-BOM7-1034-2021
Invoice Date : 26.03.2021

Sl. No	Description	Unit Price	Discount	Qty	Net Amount	Tax Rate	Tax Type	Tax Amount	Total Amount
1	Logitech H110 Wired headset, Stereo Headphones with noise-cancelling Microphone,3.5-mm Dual Audio Jack, PC/Mac/Laptop- Grey B003H4QPJQ (B003H4QPJQ) HSN:8518 Shipping Charges	₹617.80	₹0.00	4	₹2,471.20	18%	IGST	₹444.80	₹2,916.00
2	JBL Commercial CSLM20B Omnidirectional Lavalier Microphone with Battery for Content Creation, Voice over/Dubbing, Recording B08SCCG9D4 (B08SCCG9D4) HSN:8518 Shipping Charges	₹846.61	₹0.00	1	₹846.61	18%	IGST	₹152.39	₹999.00
3	Blue Yeti USB Mic for Recording and Streaming on PC and Mac, 3 Condenser Capsules, 4 Pickup Patterns, Headphone Output and Volume Control, Mic Gain Control, Adjustable Stand, Plug and Play (Silver) B002VA464S (B002VA464S) HSN:8518 Shipping Charges	₹10,592.37	₹1,271.19	1	₹9,321.18	18%	IGST	₹1,677.82	₹10,999.00
4	Wacom CTL-6100WL/K0-CX New Intuos Medium Bluetooth Pen Tablet (Black) B07BFH82V7 (B07BFH82V7) HSN:84733099	₹9,940.68	₹0.00	1	₹9,940.68	18%	IGST	₹1,789.32	₹11,730.00

*ASSPL-Amazon Seller Services Pvt. Ltd., ARPL-Amazon Retail India Pvt. Ltd. (only where Amazon Retail India Pvt. Ltd. fulfillment center is co-located)
Customers desirous of availing input GST credit are requested to create a Business account and purchase on Amazon.in/business from Business eligible offers
Please note that this invoice is not a demand for payment

Page 1 of 2

Sl. No	Description	Unit Price	Discount	Qty	Net Amount	Tax Rate	Tax Type	Tax Amount	Total Amount
TOTAL:								₹4,064.33	₹26,644.00

Amount in Words:
Twenty-six Thousand Six Hundred Forty-four only

For Appario Retail Private Ltd:

[Signature]
Authorized Signatory

Whether tax is payable under reverse charge - No

*ASSPL-Amazon Seller Services Pvt. Ltd., ARPL-Amazon Retail India Pvt. Ltd. (only where Amazon Retail India Pvt. Ltd. fulfillment center is co-located)
Customers desirous of availing input GST credit are requested to create a Business account and purchase on Amazon.in/business from Business eligible offers
Please note that this invoice is not a demand for payment

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5. Obstacles faced if any and strategies adopted to overcome them (150-200 words)

Obstacles faced:

- 1) Difficulties for promoting students for Covid Vaccination
- 2) Challenges for promoting the students to attend regular Online Sessions
- 3) Motivating students for rendering social services in the pandemic situation

Strategies adopted to overcome Difficulties:

- 1) **Difficulties for promoting students for Covid Vaccination:** It was difficult to make students understand the importance of Covid vaccination and remove the fear of Covid vaccination from their mind. However, the College motivated students for getting vaccinated.
- 2) **Challenges for promoting the students to attend regular Online Sessions:** There is vast difference in face to face education and online classed. As per the Government guidelines, the college hired many facilities like ZOOM license, Web-cam, Microphone and many more thing to make teaching easy. Every faculty tried their best and motivated all the students for attending regular online classes.
- 3) **Motivating students for rendering social services in the pandemic situation:** It is rightly said that, "Service to mankind is service to God. By keeping the context in the mind, few NSS and NCC volunteer of our college rendered social services at Bus stop, hospital, and at many places to the needy people affected from CORONA.

6. Impact of the Practice:

- We have succeeded, to some extent, in not getting our students and teachers infected by Covid 19. Only a few students got infected by the pandemic
- Everyone can watch our online teaching learning process on YouTube
- Students came in force to enlighten their skills again

7. Resources Available:

1. **Online lecture uploaded on YouTube college link**
2. **INFLIBNET N-LIST (National Library and Information Services infrastructure for scholarly content)**
3. **ZOOM official license**
4. **Microphone**
5. **Web-camera**
6. **Provisional recording room**
7. **Study material**

LINK: [Best Practice | Shri V R Patel Commerce College Mehsana \(vrpccm.org\)](https://vrpccm.org)