NAVYUG KANYA MAHAVIDYALA
Rajendra Nagar, Lucknow
Best Practices- Session 2021-22

Best Practice -1
Title if the practice- Enrichment of Library and Information Services

Objective- Library services play a very important role in improving knowledge base of students and teachers which is essential to improve academic learning and creating research environment. College always aims to provide vast learning resources in the form of Books, Competitive Magazine, Journals and e resources to its Students and teachers. With enrichment of Library resources the college aims to develop the habit of reading and research among students.

Context- There has been tremendous advancement in the system of education due to advancement in technology; hence changes are required in academic libraries to keep pace fulfilling the requirements of quality education and research. In this context UGC had played a vital role for betterment of libraries in higher education by establishing Information and Library Network Centre(INFLIBNET). To attain quality education, to develop research aptitude amongst students and teachers and to provide vast learning resources to students for preparing for various competitive exams the college has automated its library using Integrated Library Management System in the year 2016-17 giving access to huge e resources.

Practice- The Library is integrated part of any academic institution. NKM library is well equipped to support curriculum, teaching, learning, competitive exams preparation and research needs of the students and faculty. Along with well equipped college main Library there are departmental libraries to issue books and provides more learning opportunities to the students. The College Main Library has more than 70000 books and Departmental Libraries having 5000 books.
Library is automated using Integrated Library Management System(ILMS). ILMS software used is Library Management System version 7. The institution has continued subscription of E-Journals-6000 through N List, E Shodh-Sandhu access through N List. 199500 E-Books through N List, 600000 E Books of National Digital Library through N List.

Evidence of Success- ID and password has been created for each students and teachers to access e- resources. Number of Users of E resources as per foot fall and log in data for online access were 6891 users in the session 2021-22. College Library is one of the best libraries in the city and houses a rich collection of reading material. It also keeps itself technologically updated with the latest advancement in the field of book-keeping and library facilities. The college library provides 18 magazines and 11 daily newspapers. It's reading room has the seating capacity of 200 students at a time.

Problem Encountered- Major challenge is to motivate students and staff to utilize more and more library resources that college has provided for its students and staff and to develop aptitude of reading and research amongst students.

Best Practice -2

Title of the practice- Online Admission Process

Objective- Navyug Kanya Mahavidyalaya has been successfully following online admission process to ensure
- Merit based admission system
- To attract wider applicants
- To automate the whole admission process
- To simplify the admission process
- To have an effective and error free admission process.
- To save time and make process economical

Context- With the advancement in technology there was a need to use ICT tools in admission process as well to make it more students friendly and to attract wider applicants. Online admission process creates a good impression on the applicants as it promotes transparency and reflects the adaptability of the institute to technological advancement.

Practice- Applicants for various courses have to fill online admission application form containing all mandate details through the online admission link provided in college website which work through customized software. E prospectus is available on college admission portal which contains details regarding courses offered, subject combinations, facilities provided by college, U.P. government reservation policy followed in admission to ensure representation for diverse students etc. Admission related notices regarding merit list, wait list Counseling details etc are displayed on the college website in notices section from time to time.

    After the closure of applying dates applicants can check details of the merit lists and counseling dates on the admission portal on the college website through their form registration number. During the entire admission process the applicant only have to come once in the college for physical verification of original documents, as per counseling schedule information displayed on the college website. After verification of documents applicants get Counseling receipt which contains information regarding online fee payment details. College provides online fee payment system through SBI Bank Collect portal.

Evidence of Success- During the time of pandemic and necessity of physical distancing online admission process followed by the college proved to be one of the best practices of the college. Candidates were able apply to take admission and enrolled for various courses by following online admission process. After physical verification of documents they were able to pay fee online through SBI payment gateway.

Problem Encountered- Main problem encountered sometime was server problem which was addressed and resolved when encountered. Software update from time to time is also required according to changing need. Need to trained staff to look after online admission process. Some applicants face problems in filling online admission application form. Their problems are resolved with college staff assistance.