

- 18. Geo-tagged photos during use of ICT enabled tools in classrooms and smart classrooms. PPTs paper wise & teacher wise should be kept at HOD level.
- 19. Lesson plan & Progress register updated
 Departmental Teachers' Council register.
 Mentor- Mentee (Proctorial) registers.
 Parent-Teacher proceedings register.
 Teachers - Alumni meeting register.
 Daily Activity register.
- 20. Departmental Seminar register. Proceedings if any.
- 21. Copies of project and dissertation year wise & displayed at department level & one best copy from each year should be submitted to IQAC.

C-III

- 22. Extension activities, sensitizing students to social issues.
 (Community based extension activities, addressing social issues like malnutrition, infant mortality, child marriage carried out by Anthropology, Geography and Pol. Sc. Departments etc. Documents and proceedings related to this shall be provided.)

C-IV

- 23. Department will prepare lab manual, list of equipments or facilities available in the lab. Computing equipment working condition in department level.

C-V

- 24. Contributions by Alumni- financial, materials and academic (extramural lectures) if any.

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 CO-ORDINATOR, IQAC

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