

Lady Doak College, Madurai

(An Autonomous Institution Affiliated to Madurai Kamaraj University)

INTERNAL QUALITY ASSURANCE CELL

Quality Policy for Online Classes

Academic year 2021-22

For Faculty:

1. Adhere to the timetable prepared in the department.
2. Please be punctual to the classes.
3. Prepare the work plan well in advance.
4. Post the required study materials to the students frequently to keep them at ease.
5. Use different modes of teaching-learning like PowerPoint, videos, discussions, case studies, etc.,
6. Plan for activities like games, Q & A and exercises to make the class interesting and interactive.
7. Employ different methods of evaluation during the class hours to encourage student participation and adopt interactive mode of teaching.
8. Dress modestly while teaching.
9. Prioritize proper ambience at home while teaching.
10. Make sure to mark the attendance for each class and also check the presence of the students during the class.
11. Evaluate the assignments and other assessments every week and return at the beginning of every cycle.

Dr. Priyatharsini Rajendran

Dr. R. Jeyakodeeswari

IQAC Coordinators

Dr. Christianna Singh

Principal & Secretary

Date: 16.06.2021