

THE GANDHIGRAM RURAL INSTITUTE
(Deemed to be University)
GANDHIGRAM – 624 302, DINDIGUL DISTRICT, TAMIL NADU
(Ministry of Human Resource Development, Govt. of India)
Accredited by NAAC with 'A' Grade (3rd Cycle)

All communications should be addressed to the Registrar by designation and not by name



EPABX No. : (0451)2452371-2452376
Phone : (0451)2452323
Fax : (0451)2454466
Website : www.ruraluniv.ac.in
E.Mail : registrar@ruraluniv.ac.in

Prof. V. P. R. SIVAKUMAR
REGISTRAR

Ref: AC5 / Odd Semester / Online Class / 2020-21 /

04.08.2020

CIRCULAR

- Sub : GRI (DTBU) – Commencement of online classes for the Academic year 2020-21 – reg
- Ref. : Approval of the minutes of meeting of Deans held on 03.08.2020 by the Vice-Chancellor i/c.

* * * * *

I am by direction to inform that in view of difficulties in holding regular classes due to Covid-19 pandemic situation, it has been decided to conduct online classes for the Academic year 2020-21 from 17.08.2020.

All the Heads/Deans/Directors are requested to get the schedule of online classes prepared by the course teachers and to communicate the same to the students by mail/ whatsapp with a copy marked to the office of the VC / Registrar.

Further, the Deans / Heads / Directors are requested to ensure the compliance of the following for the smooth functioning of online classes.

1. The classes for all the programmes for the students on pipeline shall commence from 17.08.2020.
2. The faculty members to conduct lecture sessions through online platforms.
3. The faculty members are required to prepare video lectures/study materials and arrange to upload in the online students' portal in the Institute's website.
4. Mobile numbers and email ids of the students shall be provided by the Computer centre to course teachers and the same should be maintained as confidential information.
5. The attendance list of students for each online class / lecture session shall be noted from the platform and filed in the respective School / Department / Centre.
6. Continuous Assessments also to be conducted through online mode on a specified date by the CoE and the same should be properly documented for award of marks.

2...

7. The first year classes shall commence through online mode after admissions are over and a separate notification will be issued in due course.
8. The Deans / Heads / Directors shall arrange to prepare weekly time table in consultation with the teachers for the online classes and shall communicate the same to the students. While preparing time table, class hours can be shown as Live Lecture / Tutorial Session including Assignment etc in a template as read in the meeting (enclosed).
9. Faculty members handling online classes are requested to follow the time table including for Saturdays as per the UGC guidelines noted above.
10. Faculty members are encouraged to use Power Point presentation while handling classes.
11. Wherever the students are unable to access the online classes, the course teachers shall prepare study materials and issue such materials to students through email.
12. The Deans / Heads / Directors are required to submit a detailed weekly report informing the actual conduct of online classes to the Director (Academic) at directoracademic@ruraluniv.ac.in and academic@ruraluniv.ac.in
13. Teachers in need of training / orientation for the modalities of online teaching can be arranged by the Director, Computer Centre.
14. The teachers can have access to their School / Department / Centre on daily basis for preparation & hosting of study materials from 10.08.2020.

(Note: It is MANDATORY that all the employees should enter the campus with Arogya Setu app in active mode. Further, the staff entering the campus will be screened for Covid-19 at the Screening Point in the campus and Standard Operating Procedures (SOP) issued by authorities concerned shall be followed.)

V. P. 
REGISTRAR

To

All the Deans of School / Heads of Department / Directors of Centre

- With a request to communicate to all faculty members.

Copy to : Director (Academic) / PS to the Vice-Chancellor / PS to the Registrar / File
The Director, Computer Centre – for Internet circular and SMS

THE GANDHIGRAM RURAL INSTITUTE
(Deemed to be University)
GANDHIGRAM – 624 302, DINDIGUL DISTRICT, TAMIL NADU

Department :

Programme :

Semester :

Day	10.00 – 11.00 am	11.15 – 12.15 pm	1.15 – 2.15 pm
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			