

**THE GANDHIGRAM RURAL INSTITUTE**  
(Deemed to be University)  
**GANDHIGRAM-624302, DINDIGUL DISTRICT, TAMIL NADU**  
Ministry of Education (Shiksha Mantralaya), Govt. of India  
Accredited by NAAC with 'A' Grade (3<sup>rd</sup> Cycle)

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



EPABX No.: 0451 – 2452371 – 2452376  
Phone (off.): 0451 – 2452323  
Fax No. : 0451 – 2454466  
E-mail : [registrar@ruraluniv.ac.in](mailto:registrar@ruraluniv.ac.in)  
Website : [www.ruraluniv.ac.in](http://www.ruraluniv.ac.in)

**Dr. V.P.R.SIVAKUMAR**  
**REGISTRAR**

Ref: AC5/ Circular/2021-22/

Date: 08.09.2021

**CIRCULAR**

Sub: GRI (DTBU) – Conducting online classes for the Academic year 2021-22  
General Instruction for students attending online classes - intimated - reg.

Ref: Vice-Chancellor in-charge approval dated 02.09.2021.

# # # #

I am by direction to inform that the students are expected to follow the enclosed general instructions during online classes.

Encl.: General instruction for Students.

To  
All Deans/HoDs/Directors/Coordinators

The Director, Computer Centre - For intranet mail and Student's Portal

*V. P. Sivakumar*  
REGISTRAR 8/9/2021



## **GENERAL INSTRUCTIONS FOR STUDENTS ATTENDING ONLINE CLASSES**

- 1 Students attending online classes are expected to conduct themselves in a disciplined and dignified manner.
- 2 They should appear in formal attire while attending the classes.
- 3 They should long on to the web link sent by the Department/ Course Teacher at least 10 minutes prior to the commencement of classes.
- 4 They should attend the session fully and should not leave in the middle of the class.
- 5 They should long on to the classes only with the official name. Logging in with nick names should not be done.
- 6 Students should not share their login id with others and also not to allow their friends/ others to interfere during online classes.
- 7 Posting remarks/ greetings in the chat box should be avoided.
- 8 Attendance will be given only to the students attending the full session.
- 9 Posting in Photos/ Caricatures/ Other drawings in violation of prescribed norms be avoided.
- 10 In case of issues such as audio or video problems, students are requested to contact the faculty in-charge of the class.
- 11 Students are expected to mute their audio when the session is on and only when they want to communicate or asked to answer, the mike should be switched on.

The students are required to strictly adhere to the above code of conduct and to cooperate for smooth conduct of online classes