

**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 (3<sup>rd</sup> Cycle)*

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



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**Prof. V. P. R. SIVAKUMAR**  
**REGISTRAR**

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

17.08.2020

**CIRCULAR**

Sub : GRI (DTBU) – Conducting online classes for Academic year 2020-21 –  
General Instruction for students attending online classes - intimated - reg

Ref. : Note from the Vice-Chancellor i/c No.VC/2.11/2020 dated 13.08.2020

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

sd/-


REGISTRAR

Encl.: General Instruction for Students.

To

All the Deans/HoDs/Directors/Coordinators.

The Director, Computer Centre - For upload in the Students' Portal/ intranet mail

  
DEPUTY REGISTRAR  
ACADEMIC SECTION

**GENERAL INSTRUCTIONS FOR STUDENTS ATTENDING ONLINE  
CLASSES**

1. Students attending on-line 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 log 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 log 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 of remarks/greetings in the chat box should be avoided.
8. Attendance will be given only to students attending the full session.
9. Posting of 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.

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