



INTERNAL QUALITY ASSURANCE CELL

MAHARAJADHIRAJ UDAY CHAND WOMEN'S COLLEGE

B.C. Road, Burdwan- 713 104 Phone- (0342) 2533168 / 2531900

Government Sponsored Degree College Estd-1955

E-mail <mucwcburdwan@gmail.com>

A Constituent College of the University of Burdwan

Reaccredited by NAAC (Grade-B+ CGPA 2.64)

Notice No. 11

Date: 22/03/2022

All honourable Departmental In-Charges are hereby humbly requested to submit a **detailed report** on both **online and offline classes held (including such classes taken by SACTs)** from **16th November, 2021 to 28th February, 2022** following the given proforma for **promotion related works and NAAC report preparation** within **29th March, 2022**. The previously circulated excel proforma in the teachers' whatsapp group may also be used with minor modifications (eg. as given below) for the same.

Your cooperation is greatly solicited.

A. Detailed Report on Offline classes (16 th November, 2021 to 28 th February, 2022) as applicable							
Name of the Department:							
Name of the Teachers	Semester (1/2/3/4/5/6)	Name of the Course	Total number of offline (16 th Nov. 2021 – 28 th Feb. 2022) on weekly basis per Semester per Honours and / or General programme			Study material supplied (Please mention the nature of the documents: (Lecture material in print from / video / audio clips etc.)	Remark (in any)
			Allotted	Taken	Extra/ Compensatory Classes (if any)		

B. Detailed Report on Online classes (16 th November, 2021 to 28 th February, 2022) as applicable							
Name of the Department:							
Name of the Teachers	Semester (1/2/3/4/5/6)	Name of the Course	Total number of online Classes (16 th Nov. 2021 – 28 th Feb. 2022) on weekly basis per Semester per Honours and / or General programme			Study material supplied (Please mention the nature of the documents: (Lecture material in Pdf / video / audio clips etc.)	Remark (in any)
			Allotted	Taken	Extra/ Compensatory Classes (if any)		

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