

GOVT. OF JAMMU & KASHMIR, HIGHER EDUCATION DEPARTMENT
(DAILY STATUS REPORT OF THE E-CONTENT)

JAMMU DIVISION

DATE.....

Subject	JU, Jammu						CIU, Jmu (General Course)						CIU, Jmu (Hon/Int)						AUTONOMOUS COLLEGE					
	% of the Course covered						% of the Course covered						% of the Course covered											
	S-1	S-1	S-3	S-4	S-5	S-6	S-1	S-2	S-3	S-4	S-5	S-6	S-1	S-2	S-3	S-4	S-5	S-6	S-1	S-2	S-3	S-4	S-5	S-6

E-Content Scrutiny Team;

Member-1

Member-2

Member-3

Member-4 (signed by only two on duty)

Data Stored & Maintained By;

Chief Librarian, Nodal College, Jammu

COORDINATOR

e-CONTENT PROJECT

GOVT. OF JAMMU & KASHMIR, HIGHER EDUCATION DEPARTMENT
(DAILY STATUS REPORT OF THE E-CONTENT)

KASHMIR DIVISION

DATE.....

Subject	Kashmir University, Srinagar						CIU, Srg (General Course)						CIU, Srg (Hon/Int)						AUTONOMOUS COLLEGE					
	% of the Course covered						% of the Course covered						% of the Course covered											
	S-1	S-1	S-3	S-4	S-5	S-6	S-1	S-2	S-3	S-4	S-5	S-6	S-1	S-2	S-3	S-4	S-5	S-6	S-1	S-2	S-3	S-4	S-5	S-6

E-Content Scrutiny Team;

Member-1

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Data Stored & Maintained By;

Chief Librarian, Nodal College, Srinagar

COORDINATOR

e-CONTENT PROJECT

Note

1. It is important for all the respected Coordinators/Conveners of the Core Committees of the e-Content Project both from Kashmir as well as Jammu division to note that we have been directed to work in single system as the target is very common for all of us. A common and a single instruction from the higher authorities through this platform will make the things transparent and constructive for all the stakeholders.
2. If govt. wants to make this e-Content Project time bound and result oriented especially in this time of COVID-19 and when our student community has lot of expectations (in this regard) from all of us, then we should move accordingly.
3. To start with, let us focus on the end point first i.e. government is expecting that a daily status report on the e-Content finalised, stored in the repositories (General Libraries of both the Nodal Colleges, Jammu as well as Srinagar) specifically created for the purpose and distributed to reach to the student community. For this, and to make the things in this regard, clear and transparent to the government, we have created a 'daily status report document' to be sent to the higher authorities on the daily basis.
4. In this 'daily status report' of the e-Content prepared is as per the syllabi of different universities, different semesters, different subjects, different courses and the extent of e-Content prepared for each semester as depicted through the different columns in the above document.
5. This e-Content is finally scrutinised by a committee deputed by the Principal of the Nodal College, to check its quality and the standard.
6. After discussing the end point we would like to focus on those earlier issues, where most of the coordinators have the excuses regarding the non cooperation and disobediences of the teachers in preparing the e-content. In case if any teacher/s are not responding to the assigned work deliberately then communicate them through the official mode(and not vocal) and keep the record. If the disobedience still persists then write to the Principal Nodal College, Jammu for necessary action. But the overall responsibility of completing the e-content project still lies with us, the Coordinators/Conveners of the Core Committees.
7. All the people engaged in this project are extremely dedicated and fully cooperative but we need little efforts to coordinate their efforts to make every activity time bound and result oriented

PROCEDURE; HOW THE THINGS STREAMLINED;

To streamline the things the all the Coordinators/Conveners of the Core Committees are required to follow this procedure in sequence-

1. All the Coordinators/Conveners of all the subjects are required to submit the details of the 'Review Committee' to the concerned Nodal College Principal (Jammu /Srinagar)
2. We are sending you all, a "Specimen Copy" of a 'Catalogue'(DOCUMENT-1) mentioning the Name of the University, Subject, Semester, Course Code and the number of units in this Catalogue for a single semester. Similar catalogues will also be prepared for all the courses/semesters on the same pattern.
3. We are also sending you the document(DOCUMENT-2) mentioning the conditions required to get your e-Content submitted in the repository of the Nodal College. You are also requested to come for submission of your e-content in the college only if you have fulfilled all the conditions mentioned in this document in YESs ONLY. Otherwise you will waste our as well as yours own time.
4. If your e-Content is complete do come for submission but one by one after booking your time slot. Your e-Content for one single catalogue(of one semester) takes around 1.5-2 hours in scrutinising it. Your unnoticed visit will waste your time

To complete the e-content project successfully, please cooperate and remain 24x7 in touch for latest updates through this group.

DOCUMENT-1, Specimen Copy Catalogue

Catalogue for Semester-I, II, III, IV, V or VI

e-Content;

Jammu University, Jammu/Cluster University Jammu,(General Course)/Cluster University Jammu(Hon-Integrated Course) OR Autonomous College(GCW Parade College, Jammu)

Department of (.....Subject.....);

Under Graduate Courses;

General Course;

Course Code:

1CHMTC0101

4-Credit

Unit-1;Name of the unit....;

Syllabus.....Hfjkgkuti,bgkgjyjhkhb,jbkx

Prof. (GGM Science College, Jammu);

Prof. (GDC Bhadarwah); Introducti

Prof. (GGM Science College); Radial

Unit-2;....Name of the unit....;

Syllabus.....chgvhbygkgdehvhbkjnkyfrtd

Prof. (GCW Gandhi Nagar, Jammu); General

Prof. (GDC Poonch); Energy

Prof. (GCW Gandhi Nagar, Jammu); Born- Haber cycle and its applications.

Unit-3;Name of the unit....;

Syllabus.....Hfjkgkuti,bgkgjyjhkhb,jbkx

Prof. (GGM Science College, Jammu);

Prof. (GDC Bhadarwah); Introducti

Unit-4;....Name of the unit....;

Syllabus.....chgvhbygkgdehvhbkjnkyfrtd

Prof. (GCW Gandhi Nagar, Jammu); General

Prof. (GDC Poonch); Energy

Unit-5;Name of the unit....;

Syllabus.....Hfjkgkuti,bgkgjyjhkhb,jbkx

Prof. (GGM Science College, Jammu);

Prof. (GDC Bhadarwah); Introducti

Total capacity of the E-Content (Video lectures, Pdfs and Ppts) for this course be mentioned in GBs capacity here.....

Prof.

Convener, e-Content,

Subject Specified Area Sem-...

WA Contact no.....

Prof.

e-Content Review Committee,

Prof.

COORDINATOR,

I/C e-Content, Subject.....

WA Contact no.....

DOCUMENT-2 (PREREQUISITE)

PRE-CONDITIONS TO ACCEPT THE E-CONTENT

1. Name of the Coordinator.....
2. Contact(WA) No.....
3. From the College.....
4. Subject.....
5. E-Content.....GB
6. Catalogue(Sem-I, Sem-II, Sem-III, Sem-IV, Sem-V, Sem-VI) for each course with a mention & Certification by
 - a) Head of the team.....Yes/No
 - b) Review Committee Member..... Yes/No
 - c) Coordinator of the e-content of that subject..... Yes/No

- d) University Name/Aut College..... Yes/No
 - e) Semester..... Yes/No
 - f) Course Code..... Yes/No
 - g) All the Units with the name of the faculty members, who prepared the e-content, at the base of each unit..... Yes/No
7. Separate four folders each for
- a) Jammu University, Jammu.....Yes/No
 - b) Cluster University, Jammu (General Course).....Yes/No
 - c) Cluster University, Jammu (Honours/Integrated).....Yes/No
 - d) Autonomous College, (Parade College, Jammu).....Yes/No
8. Each of the above four folders contains separate catalogues for each course/SemesterYes/No

The catalogues as well as Status Report duly signed by (**6a, 6b & 6c**) will be accepted as the hard copies and to be kept in the separate files as any time ‘Instant Record’ and a real time guide to access the soft copies of the e-content of any subject from the computer by any one in the times to come.

These hard copies, the ‘Instant Record’ duly signed by at least two of the members on duty will hand over to the Chief Librarian of the College to maintain the record for each subject.

COORDINATOR

e-CONTENT PROJECT

Important for the system to note;

Principal Nodal College, Srinagar is requested to frame a E-COMPILATION COMMITTEE of at least five active faculty members having a complete knowledge of handling the computer and the other logistics efficiently. And link the members for proper counselling with the e-Content Coordinator.

COORDINATOR
e-CONTENT PROJECT

NOTE:- All the Coordinators/Conveners of the Core Committees are required to remain in touch with the 'E-Content Coordinators' for any instant information.