

7.2 Best Practices

7.2.1 Best Practices

Following are the best practices adopted in SIOM.

- **Specialization Counselling**

In today's world where everyone is trying to make a mark for themselves, it is of paramount importance that the students choose their career wisely. Master of Business Administration (MBA) is typically a two-year programme, which aims at making a candidate gain expertise in various aspects of business administration and an expert for one. In the first year of MBA, the main focus is on giving students a brief idea about various subjects of management. In the latter part of the first year, they are also introduced to the specialized areas from which they shall choose the area they want to specialise in.

In the second year of MBA Programme, students are allowed to choose specialization from areas of business such as Finance, Marketing, Human Resources Management, Operations, Information Technology and International business. The counselling session conducted by faculty members of each specialisation along with mentorship programmes helps students select a compatible specialisation according to their skills and competencies.

- **Student Training Programme (STP)**

It is a known fact that there is a wide gap between what the corporate world expects from management graduates and what they get. As thousands of MBA's graduate each year, competition gets tougher and it is clearly not only "survival of the fittest" but "employ the best". Keeping this in mind, STES has developed a student training program (STP) which in general aims to improve the "employability" of students. This program has the following objectives:

- Improve communication skills,
- Develop a fulgurous personality,
- In still a sense of discipline,
- Create an exposure to the realities in the corporate world, and
- Improve analytical skills.

STP program was designed at SIOM after considering the views of industry, faculty, placement officers and students. It includes parameters like language skills, mathematical & logical aptitude, GD, PI, quiz competitions, presentation skills, Harvard cases, technical training and

technical interviews. STP is a part of regular timetable and dedicated faculty coordinators manage the execution. STP programme is evolving each year in terms of structure and delivery. The entire program covers all the four pillars of communication skills that is Reading, writing, speaking and listening spread across all the four semesters. Below are the details of the program content

- Reading Skills: How to read (tips to effective reading, to learn to emphasize on pause, words & phrases), Reading progression (to improve vocabulary), Fluency development and pronunciation.
- Writing Skills: Types of Writing, Keys to effective writing (to make effective use of vocabulary, to improve sentence and paragraph construction), Grammar.
- Group Discussion & Personal Interview: Training and practice of GD & PI by corporate trainers
- General Knowledge Quiz: To improvise GK of current, national and international affairs.
- Management specialisation based Case Study Presentation on Marketing, HR, Finance, OR Operations
- Simulation Exercises: To practice how to react to a work place situation
- Personality Development: To learn etiquettes and manners, to develop personality
- Preparation of Slide Sets: To learn to create case presentations

The STP programme helps the students for:

- 1) Making them remain updated about current affairs
- 2) Quick calculations & logical thinking,
- 3) Soft skills like Spoken English, team work, creativity, competitive spirit and capacity to take failures in right spirit.
- 4) HBSP cases are based on real life situations; so the students get exposure to the corporate world.

- **Career Enhancement Program**

Career Enhancement Program is a complete packaged course on soft skills, which aims at enhancing the personality development skills of the learner. Career Enhancement Program by TCS ION is designed for students to be prepared for campus placements.

CPC has proposed all MBA 1st year students to undergo the Career Enhancement Program and the Interview Skills Program of TCS ION.

Undergoing these two programs will be of great benefit to the students.

These programs, provided by TCS ION, are currently free and help students improve their interpersonal, social, communication skills and in the process empower students as an individual. Various Tests like Aptitude test, communication skills were taken under this program and online certificates were provided. First Naukri also revealed the employability score for students. The students were screened first through Mock interviews and were provided with feedbacks for any improvements. Accordingly they were then trained to enhance their capabilities and employability skills.

- **“Thin client and Virtualization lab”**

Thin Client:

“A thin client is a computing device that’s connected to a network. Unlike a typical PC or “fat client,” that has the memory, storage and computing power to run applications and perform computing tasks on its own, a thin client functions as a virtual desktop, using the computing power residing on networked servers.”

Demonstration of Virtualization for students to learn cloud computing provider’s role is the foremost application of this lab. Along with this, in thin client mode it saves a lot on licensing, total administration and operating cost, approximately reduced by up to 70%, Reduced Energy Bill, reduced maintenance costs, to name a few. It will also enable Centralized and simplified back up of desktops, laptops, and other client access devices, thus reducing dependency on technical support staff.

Thin Client and virtualization lab is being used by faculty members and students for conducting various practical sessions especially Data Structure and Python Programming, demonstrations and hands on training purpose. Faculty members take their lab sessions in thin client lab and students’ records of attendance and assignment submission are maintained by respective programming faculty member in the course file. Demonstration of virtualization and installation of various operating systems on the virtualized machines is also done by Dr. Milind Godase for MCA II year students.

Following are the benefits to students and staff

1. Availability of high speed processing capacity.
2. Secure USB, strong administrative controls, and built-in firewalls, provides secure virtual computing for public use areas and classrooms.
3. Increasing computing seats by up to 15X without increasing the number of PCs to manage.
4. Practical exposure to Virtualization for students which are in high demand by Industry.
5. Applications and virtual desktops are centrally managed.
6. Centralized IT
7. Easy manageability
8. Enhanced security
9. Improved productivity
10. Cost savings

• ICT based teaching, learning and evaluation process at SIOM

Along with Thin client Lab various ICT tools like MS TEAMS, Google Classrooms, Moodle are majority used during the pandemic situations to continue teaching learning process flawlessly. Academic activities like regular classes, practical sessions, mock tests, MCQ based tests, quizzes are successfully conducted by all faculty members using MS Team and Google Classroom. Sinhgad Institutes have centrally made a tie up with Microsoft so as to create official accounts on MS TEAM of all students and faculty members in the months of Feb – Mar 2020.

Appropriate training and demonstrations were arranged for faculty members to learn how to conduct classes, upload assignments, post messages, mark attendance, answer a query of the students. Separate classrooms were created and students were allowed to join the sessions as per regular timetable.

Online Parents teachers meeting was also conducted using this ICT tools which was very successful and all the parents also found it easy to be connected with the teaching staff from their home towns.

Online midterm examinations of MCA students along with mock tests for MCA aspirants are the two important take away of ICT based T & L process at SIOM. Utilizing Moodle and Google Classroom continues to increase the awareness and develop ICT enabled LAN based assessment software for conductive various types of exams.

Practice: Assign course, add Course details, Question bank, Download Notes, university question papers, Assignments, Quizzes, Chat sessions on subjects, Subject forum, Subject ppts are some of the usages practiced by students.

Students' assessment: It covers various functional modules like question bank, test creation, reports, self-registration etc to name a few.

Evidence of success:

1. All classes have online classrooms wherein subject wise channels are created wherein faculty members have shared the study material including notes, ppts and other pdf books of their subjects.
2. Small quizzes and polls are conducted after finishing every chapter using MS Teams.
3. Video lectures can be recorded and made available to students for further reference.
4. Online Examination and Assessment system is developed and is in use successfully.
5. Online Midterm Assessment in every semester.
6. MCA Entrance Exam Mock Tests are created and given for practice to MCA aspirants.
7. IT quizzes and competitions for improving placements are conducted using online Assessment system.
8. Consistent use of Google Classroom and Moodle for various academic purposes.

Challenges faced:

1. Few students could not get consistent internet connectivity at remote places.
2. Students currently residing at rural areas face frequent power cut offs, hence face discontinuity in teaching learning process.