Best Practice – I

1. Title of the practice: Finishing School Programme

2. Objectives of the practice: This programme is designed to achieve the following objectives:

- To help the students to solve their personal, educational, and psychological problems.

- To provide guidance to the students on various career options and their future prospects.

- To acquaint the students with the admission procedure for higher studies and research fellowships.

- Enhance the soft skills & employability skills of fresh graduates from different streams to make them job-ready.

- Reinforce the students' skills to acquire industry-specific knowledge by interaction with experts of the industry and other professionals.

- To prepare the students to adapt themselves with ease to work cultures and the environment of the industry.

3. The context: Various surveys in the recent past reported a large proportion of Indian graduates as unemployable. These reports established a fact that our graduates lack soft skills, employability skills, and attitude. NEP 2020 has also emphasized skilling and employability. We at M.M. Modi college have not only accepted this challenge rather acted to cover this weakness of students to the best of our capacity. The college designed a Finishing School Programme. It is a modular programme developed by a group of teachers from different faculties of the college. This programme is an exclusive in-house developed course that acts as a bridge between college life and professional life apart from enhancing the employability quotient of the outgoing students.
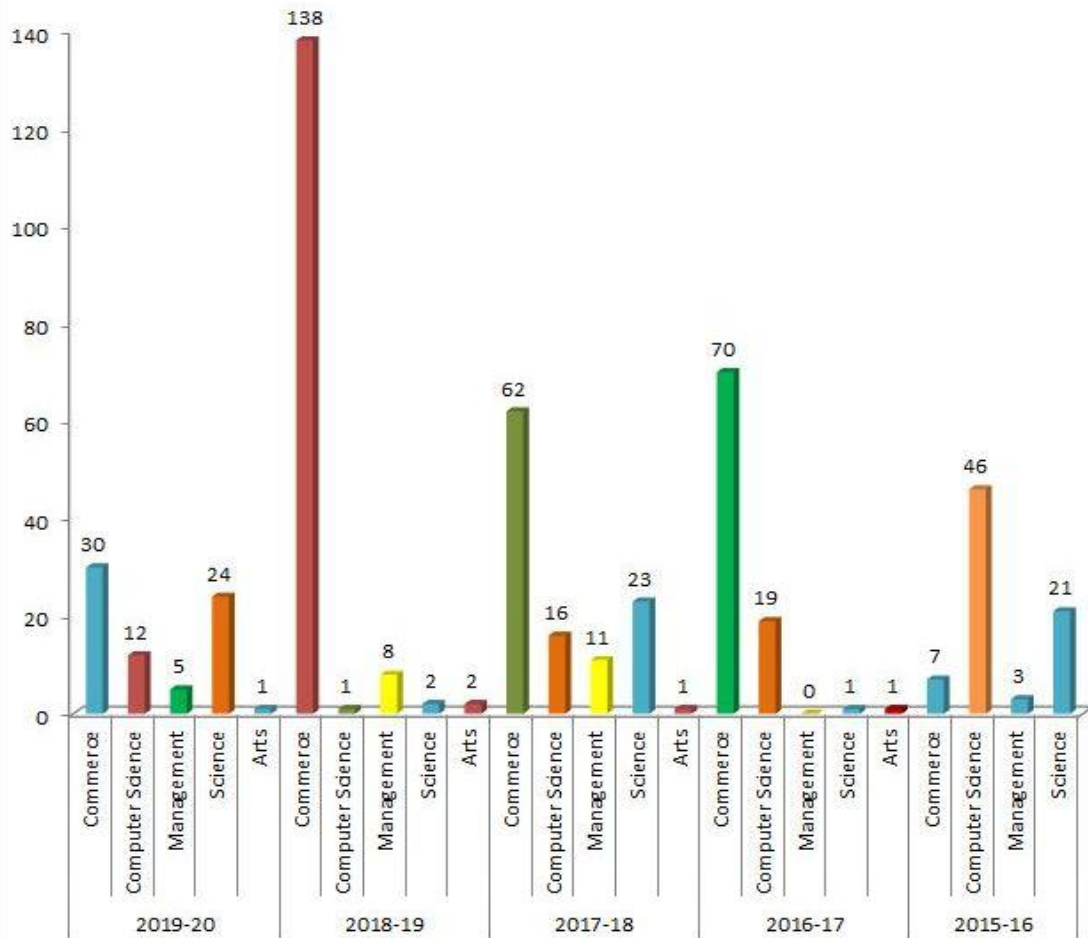
4. The Practice: This is a modular programme started in 2014 covering three areas: Communication Skills, Personality Development, and Career Orientation. A forty hours programme is designed to access and enhance communication skills. It covers the four components to communication *i.e.* listening, speaking, reading, and writing. The programme is covered by workshop and seminar mode.
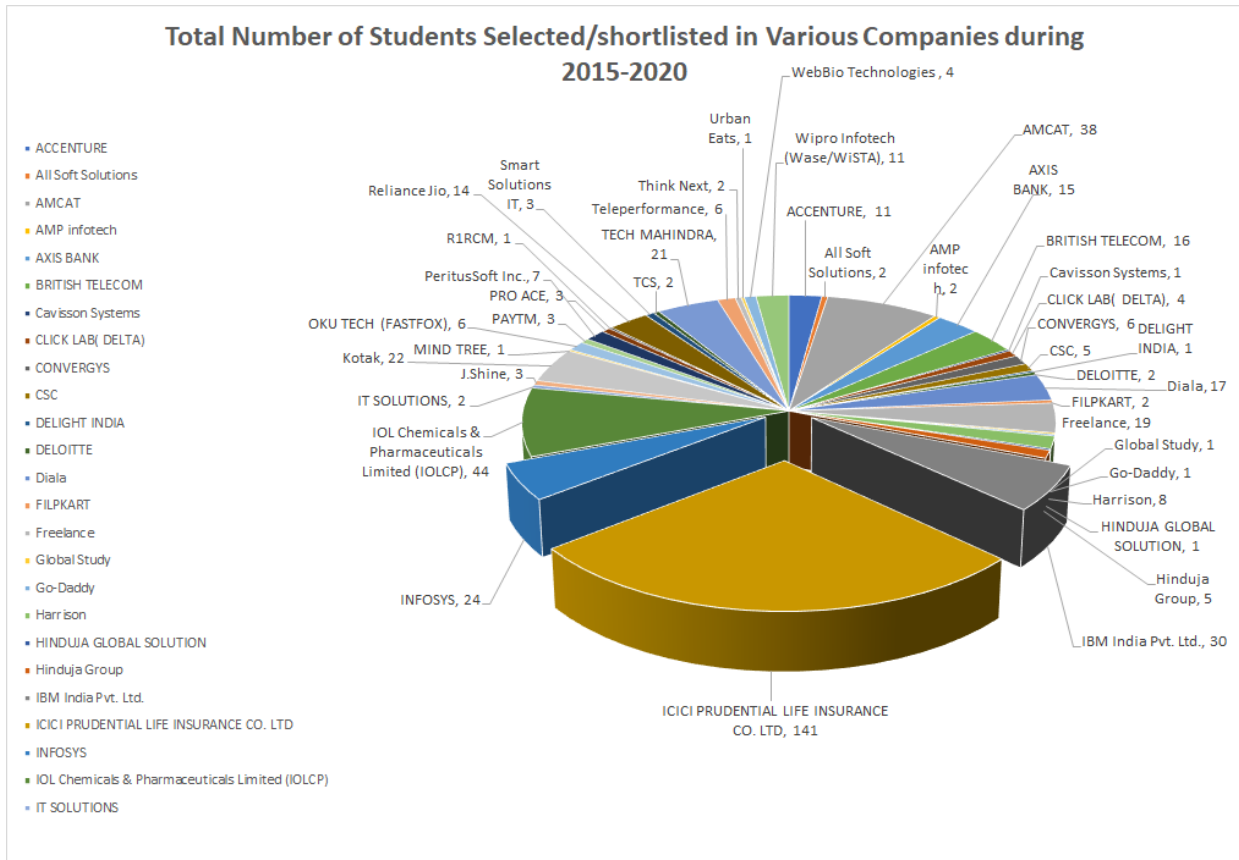
The second component is Personality development. It is a ten-hour programme covering business manners, personality analysis, and tips for personality development.

The third component is a career orientation. It is a thirty hours programme covering seminars on Job awareness, job training, testing of mental ability, reasoning & aptitude, a workshop on resume writing, and mock interviews.

5. Evidence of Success: The evidence of the success of the practice is clearly visible from the activities carried out https://www.modicollege.com/activities-undertaken-by-finishing-school/ and placement over the last five years.

**Year Wise Number of Students
Selected/shortlisted in Various Streams**

Total Number of Students Selected/shortlisted in Various Companies during 2015-2020

Legend:
- ACCENTURE
- All Soft Solutions
- AMCAT
- AMP infotech
- AXIS BANK
- BRITISH TELECOM
- Cavisson Systems
- CLICK LAB(DELTA)
- CONVERGYS
- CSC
- DELIGHT INDIA
- DELOITTE
- Diala
- FILPKART
- Freelance
- Global Study
- Go-Daddy
- Harrison
- HINDUJA GLOBAL SOLUTION
- Hinduja Group
- IBM India Pvt. Ltd.
- ICICI PRUDENTIAL LIFE INSURANCE CO. LTD
- INFOSYS
- IOL Chemicals & Pharmaceuticals Limited (IOLCP)
- IT SOLUTIONS

Data labels:
- WebBio Technologies, 4
- Urban Eats, 1
- Wipro Infotech (Wase/WiSTA), 11
- AMCAT, 38
- Smart Solutions IT, 3
- Reliance Jio, 14
- Think Next, 2
- AXIS BANK, 15
- R1RCM, 1
- Teleperformance, 6
- ACCENTURE, 11
- TECH MAHINDRA, 21
- All Soft Solutions, 2
- AMP infotech, 2
- BRITISH TELECOM, 16
- PeritusSoft Inc., 7
- TCS, 2
- Cavisson Systems, 1
- PRO ACE, 3
- CLICK LAB(DELTA), 4
- OKU TECH (FASTFOX), 6
- PAYTM, 3
- CONVERGYS, 6
- Kotak, 22
- MIND TREE, 1
- DELIGHT INDIA, 1
- J.Shine, 3
- CSC, 5
- IT SOLUTIONS, 2
- DELOITTE, 2
- Diala, 17
- IOL Chemicals & Pharmaceuticals Limited (IOLCP), 44
- FILPKART, 2
- Freelance, 19
- Global Study, 1
- Go-Daddy, 1
- Harrison, 8
- HINDUJA GLOBAL SOLUTION, 1
- INFOSYS, 24
- Hinduja Group, 5
- IBM India Pvt. Ltd., 30
- ICICI PRUDENTIAL LIFE INSURANCE CO. LTD, 141

6. Obstacles faced if any and strategies adopted to overcome them:

The main constraint is the tight and busy schedule of the semester. To overcome this obstacle the schedule for finishing school programme is implemented in the evening and virtual classes.

7. Resources required:

Highly motivated faculty
Financial resources for invited resource persons

Best Practice - II

1. Title of the practice: Remedial & Booster classes

2. Objectives of the practice: This programme is designed to achieve the following objectives:
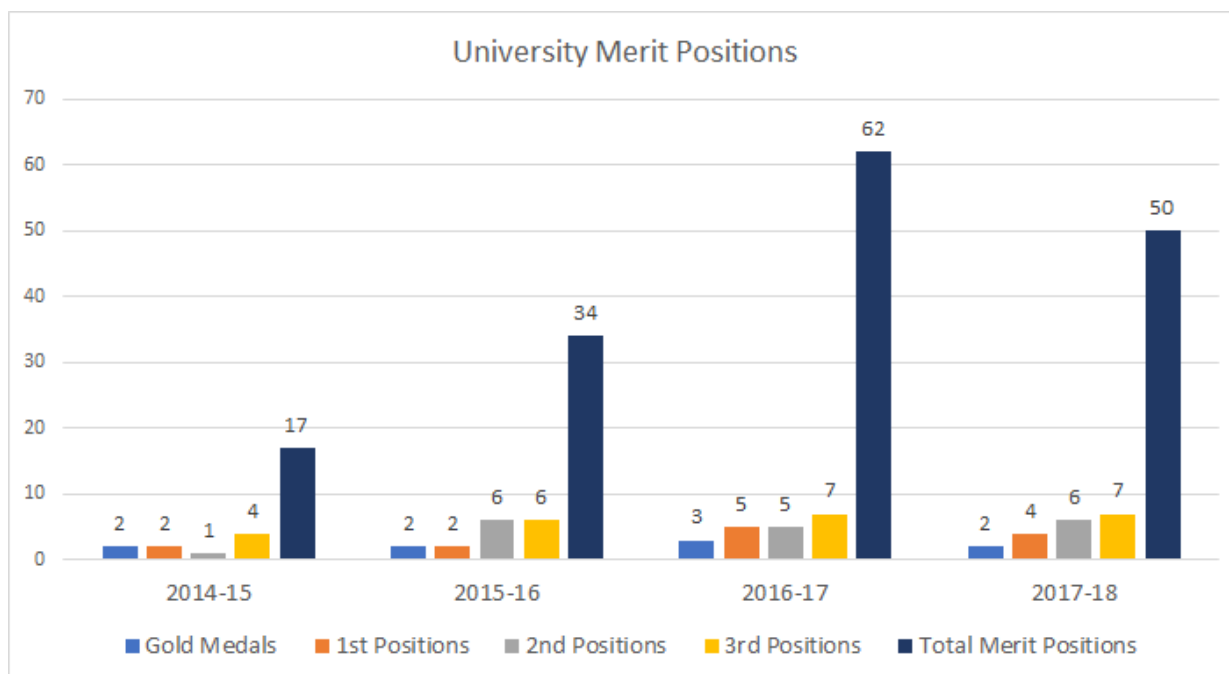
- To compensate for the study loss of students due to various unavoidable reasons.

- To improve the academic achievement of the students.

- To promote self-learning among students.

- To motivate the students for excellence in their academics and co-academics.

- To provide a conducive competitive environment.

3. The context: It is a general phenomenon that every population has normally distributed overachievers and underachievers as per their capability. Our institution has designed a mechanism to identify the underachievers and potential achievers. The identified underachievers and the students who missed their regular classes due to some compulsive reasons, like participation in games, activities, and adverse health conditions, are subjected to remedial classes. They are given a special chance to qualify the university conditions of minimum marks in the house tests to be eligible for the University Semester Examination Similarly the identified potential achievers are supported through booster classes to make competitive to their peers in the other affiliated colleges.

4. The Practice: The class mentors identify underachievers and potential achievers amongst the students based on the classroom interaction, performance in mid-semester, and end semester evaluations from their respective classes. We have a large number of university sports wing students, who have to attend national and international camps for their preparation and participation at the cost of their regular studies. Remedial classes are organized every semester to compensate for the study loss of all such students. During these classes, the subject teachers organize special sessions in the form of providing study material, supervised study, and assignments.

The identified potential achievers are subjected to booster classes. In these classes, special learning material, in the form of e-resources, reference books, and journals, is provided. They are also encouraged for peer learning through group discussions and projects.

5. Evidence of Success: The pass percentage of all the programmes is higher as compared to the university results. A number of students placed on University merit lists amongst the 285 affiliated colleges of the university stand testimony to the success of the practice.

University Merit Positions

Year	Gold Medals	1st Positions	2nd Positions	3rd Positions	Total Merit Positions
2014-15	2	2	1	4	17
2015-16	2	2	6	6	34
2016-17	3	5	5	7	62
2017-18	2	4	6	7	50

Note: Merit list for 2018-19 is not declared by the Punjabi University, Patiala

6. Obstacles faced if any and strategies adopted to overcome them: Readiness of faculty to take up additional responsibilities and extra workload. Once the practice was started, the good rapport with students leads to the intrinsic motivation of the faculty.

7. **Resources required:**

- Database of the students

- Financial resources for additional resources to be provided to the students.

- Motivation and competition spirit among the students