



No. 1114 /Dt. 08.07.2021
(VT-I-02/2020)

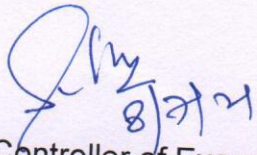
As per the kind instructions of the DTE&T-Cum-Vice Chairman, SCTE&VT, Odisha, Principals of all Govt. ITI s must take care of the following points in respect of Online Classes. Photographs relating to online classes must be shared by all the it is in the WhatsApp group meant for the purpose.

The Faculties must adhere to following guidelines for effective & quality Online Teaching:

- I. The Classes must be taken by using Physical White Board, Laptop, Desktop & suitable audio Visual Contents. The Use of Digital Content is a Must .
- II. The Schedule of online Classes must be intimated to the Trainees well in advance.
- III. Online Classes must be interactive & Trainees should be encouraged to raise doubts.
- IV. Quiz & online Tests must be conducted & the results of the same should be recorded
- V. Assignment & Feedback of Trainees must be ensured.
- VI. The Principal shall monitor the whole process of online Classes for better Teaching & Learning regularly.
- VII. Use of Mobile Phones for taking online Class must be avoided.

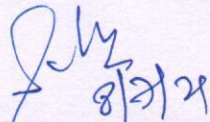
Principals are requested to submit the report on online Classes taken by their Faculties in Google Form through following link on daily basis with immediate effect.

Link: <https://forms.gle/X2kUQwyM4TDY9ea29>


Secretary-Cum-Controller of Examinations

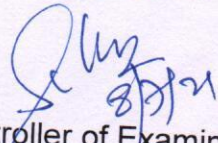
Memo No. 1115 / Dt. 08.07.2021

Copy to the Principals of All Govt. ITI s for information and necessary action.


Secretary-Cum-Controller of Examinations.

Memo No. 1116 / Dt. 08.07.2021

Copy submitted to the DTE&T-Cum-Vice Chairman , SCTE&VT ,Odisha for kind information.


Secretary-Cum-Controller of Examinations.