



श्रीशङ्कराचार्यसंस्कृतसर्वकलाशाला, कालटी  
**SREE SANKARACHARYA UNIVERSITY OF SANSKRIT, KALADY**

**Abstract**

Academic Section – Guidelines for Online Teaching during COVID 19 Pandemic - implemented  
– Orders Issued.

**Academic B Section**

No. Acd.B<sub>1</sub>/5761/SSUS/2020(1)

Dated, Kalady, 30.06.2020

Read : Note No. IQAC/5702/SSUS/2020 dated, 11.06.2020 along with the Guidelines for online teaching.

**ORDER**

As per the paper read above, IQAC of the University has submitted the draft guidelines for online teaching in the University in the wake of the novel corona virus pandemic that has kept educational institutions closed and made the usual class room teaching/learning impossible.

After examining the matter in detail, the Vice Chancellor has accorded sanction to implement the “Guidelines for online teaching during Corona Virus Pandemic- June 2020” , submitted by the IQAC, which is appended herewith, in the University, subject to the ratification by the Syndicate and the Academic Council.

Orders are issued accordingly.

Sd/-  
**Sreeja M.**  
**Assistant Registrar (Acd)**  
**For Registrar**

Encl: As above.

To

1. Head of Departments/Campus Directors
2. IQAC Section
3. PS to VC / PVC / Registrar
4. JR/AR (Acd.)
5. Exam A,B,C,D/ SF/FC

Forwarded / By order

  
**Section Officer**



**Sree Sankaracharya University of Sanskrit, Kalady**

**Guidelines for Online Teaching During Corona virus  
Pandemic - June 2020**

Guidelines for Online Teaching - SSUS, 2020 is being issued in the face of the Novel Coronavirus pandemic that has kept educational institutions shut and made the usual class room teaching/ learning impossible. In the face of the fact that the students should not lose out in the learning process, educational institutions world over have resorted to online teaching. Though not a substitute for classroom - centred pedagogical practices, guidelines to set measures for a continued academic dialogue, involving teaching and assessment, between students and teachers is being brought.

- I. **Name:** These Regulations will be called **Guidelines for Online Teaching During the Corona virus Pandemic - SSUS, 2020**. The guidelines seeks to chart out the systematic conduct of UG, PG, MPhil and Pre-Phd Course Work Programmes, included in the syllabi and scheduled for the Monsoon semester 2020, in an online mode. These guidelines will cease to be valid once regular classroom teaching/learning processes are resumed.
- II. **Frequency of Classes:** At least three live sessions of 30 minutes each duration for each Course should be provided to the students on a weekly basis. Taking internet connectivity and access issues into consideration, the timings for these sessions may be worked out according to the convenience of the students and the faculty member offering the Course. These sessions may be used to deliver lectures, discussion on contents/resources provided in order to further the students' learning experiences.
- III. **Content Offered :** Students who are unable to access libraries or other repositories are not in a position to supplement the lectures provided by the Faculty members. Hence, diversified learning resources like reading materials, soft copies of books, video /audio clippings, charts, archival data and other resources may be provided either through the University's LMS platform or through any other platforms used by the teachers, for the students to access at any time



of their convenience. These resources have to be uploaded for each module/unit of the syllabus.

- IV. Platform:** Live sessions may be conducted on suitable platforms, viz., Big Blue Button in Moodle, Zoom, Google Meet, Webex , etc.
- V. Accountability:** Since attendance of students is an essential requirement for their appearance in end semester examinations, this has to be registered regularly. The existing attendance requirement shall be adhered to. Attendance can be marked by the students on the course page of the online platform they are provided by their teachers upon the basis of page visited to access resources as well as in live sessions attended. Students are expected to visit their course page on all working days and mark their attendance there. Teachers shall record attendance of their live classes. Teachers may forward monthly attendance of both these to the Heads of Departments who may forward the attendance sheets to the University.
- VI.** The academic calendar of the University may strictly be followed in conducting teaching and assessments.
- VII. Assessment:** In a revision of the existing Regulations of PG Programme, the assessment modules may be made flexible to choose from the diverse activities available on online platforms like Assignment , Answering questions after reading an article/material, Workshop, Forum, Quiz, Glossary, Lesson, etc. In the absence of such facilities in the software used, teachers can ask the students to submit their assigned work through any other means. If more than three activities in each category (assignment, exam etc.) for assessment have been employed, the highest grade received by the student in a category may be considered for official grading purposes of internal assessment. Or its average can also be considered for calculating grade.
- VIII. End semester Exam :** End semester Examination shall be conducted by the university in the existing manner.

Sd/-  
**Dr M.B Gopalakrishnan**  
**Registrar**





श्रीशङ्कराचार्यसंस्कृतसर्वकलाशाला, कालटी  
**SREE SANKARACHARYA UNIVERSITY OF SANSKRIT, KALADY**

**Abstract**

Academic Section – Conduct of online classes in the University – Government Order implemented  
– Orders Issued.

**Academic B Section**

No. Acd.B<sub>1</sub>/5761/SSUS/2020(2)

Dated, Kalady, 30.06.2020

Read : G.O.(Rt) No.702/2020/HEDN dated, 01.06.2020

**ORDER**

Vide Government Order read above, the Kerala Government have issued direction to the Principals of all Colleges – Government, Aided and Self Financing Colleges to permit all needy students to access computers and connectivity in their colleges so as to facilitate online learning, subject to observance of norms laid down by Health Department in the State, to prevent the spread of COVID 19.

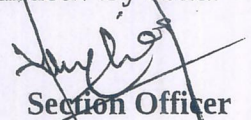
Considering the matter, the Vice Chancellor has accorded sanction to implement the aforesaid Government Order in the University, subject to the ratification by the Syndicate.

Orders are issued accordingly.

Sd/-  
Sreeja M.  
Assistant Registrar (Acd)  
For Registrar

To

1. Head of Departments/Campus Directors
2. IT in charge
3. PS to VC / PVC / Registrar
4. JR/AR (Acd.)
5. SF/FC

Forwarded / By order  
  
Section Officer