



OFFICE OF THE PRINCIPAL
KHAGARIJAN COLLEGE

P.O : Chotahaibor, Nagaon(Assam), PIN:-782003
ESTD: 1972

Office-03672-230085, Mobile:9864403390, 8638726781
E-mail:khagarijancollege1@gmail.com

Ref.No :-

Date: -

From,
Dr. Ramesh Nath, M.Sc, B.Ed, Ph.D
Principal & Secretary

Supporting Document for Self Study Report: 2023

DVV Clarification

Criterion V Metric No: 5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Principal
Khagarijan College
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Khagarijan College
Nagaon (Assam)

5.1.2. Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills**
- 2. Language and communication skills**
- 3. Life skills (Yoga, physical fitness, health and hygiene)**
- 4. ICT/computing skills**

**5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following
1. Soft skills, 2. Language and communication skills, 3. Life skills (Yoga, physical fitness, health and hygiene), 4. ICT/computing skills**

Name of the capacity development and skills enhancement program	Date of implementation (DD-MM-YYYY)	Number of students enrolled	Name of the agencies/consultants involved with contact details (if any)
Program on Yoga/Physical Fitness/ Health and Hygiene			
Online Yoga Workshop on Building Mental & Physical Health	27/6/2021 to 28/6/2021	100	NSS Unit, Khagarijan College in Association with Arogya Yoga Kendra, Dhing, Nagaon
Naturopathy Camp	29-04-2022	123	Khagarijan College in collaboration with Arogya Yoga Kendra, Dhing, Nagaon
International Yoga Day	21-06-2022	30	Khagarijan College and Nehru Yuva Kendra
Awareness Programme on Health and Hygiene for Women	08-03-2021	50	Women Forum, Khagarijan College
Free Health Check up	06-04-2022	50	Health Cell, Khagarijan College and Lions Club, Nagaon
Program on Self Employment and Entrepreneurship			
Webinar on Entrepreneurship opportunities in post-covid 19 period through Self-Reliant India	18-10-2020	87	Department of Commerce, Khagarijan College in Collaboration with IQAC, Khagarijan College
Seminar on "Harvesting Success in your Career"	16-03-2021	67	Khagarijan College in Collaboration with Gateway Institute of Hotel Management
Webinar on "Opportunities of Self-Employment in Rural Assam: With Special Focus Towards Women"	13-06-2021	170	Department of Economics, Khagarijan College in Collaboration with Career Counselling Cell, Khagarijan College.

Virtual on Workshop on Beauty and Makeup Fashion: An Initiative towards Youth Entrepreneurship	29/06/2021 & 30/06/2021	100	Department of Economics in Collaboration with Women Forum, Khagarijan College
Workshop on Skill Development, Entrepreneurship and Employability	01-02-2022	58	Nehru Yuva Kendra, Nagaon in Collaboration with Lakhya NGO, Nagaon and Career Counselling Cell, Khagarijan College
Rural Unemployed Youth Training Programme	12-02-2022	51	Placement Cell, Khagarijan College in Association with Alumni Association, Khagarijan College
Orientation of Youth on Atmanirbhar Bharat	25-02-2022	114	Nehru Yuva Kendra, Nagaon in Collaboration with Youth Club and Career Counselling Cell, Khagarijan College
Soft Skill Program			
Workshop on Soft Skills and Career Counselling	05/01/2021 to 09/01/2021	30	NSS Unit, Khagarijan College in Collaboration with NSS Unit, GU
Workshop on Creative Writing	05-03-2021	53	Department of Assamese, Khagarijan College
Collaboration with ICT	20-08-2021	100	Khagarijan College and ICT Academy
New Age Interview Skills	25-09-2021	100	Khagarijan College and ICT Academy
How to Build Financial Portfolio	17-12-2021	100	Khagarijan College and ICT Academy
ICT/computing skills			
New Age Interview Skills	25-09-2021	100	Organised by IQAC, Khagarijan College, and Nagaon, Assam in collaboration with ICT Academy
Digital Literacy	17-11-2021	110	Organised by IQAC, Khagarijan College, and Nagaon, Assam in collaboration with ICT Academy
Demonstration Workshop by Khagarijan College to Aware Students About Online Examination	06-06-2021 to 10-06-2021		Khagarijan College



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Initiatives Taken by Khagarijan College in the Field of ICT & Computing Skill

Collaborations with ICT Academy, Guwahati (2021-22)

On 23/03/2020, a MoU was signed by Khagarijan College, Nagaon, Assam and ICT Academy to venture into a platform of mutual cooperation and contribution towards a digital space of e-learning as well as e-teaching for the students and faculty members respectively. Under this MoU, several programmes and initiatives were organized. On 25/09/2021, a webinar was hosted by IQAC, Khagarijan College, and Nagaon, Assam in collaboration with ICT Academy on the topic, "New Age Interview Skills" which witnessed a participation of 100 students. On 17/11/2021, an online event was hosted by IQAC, Khagarijan College, and Nagaon, Assam in collaboration with ICT Academy on the topic, "Digital Literacy" which witnessed a participation of 110 students.

Collaborations With ICT Academy Industry Expectations from The Students on 20/8/2021



To,
The Principal,
Khagarijan College, Nagaon, Assam


Sub: Confirmation of the events hosted by Khagarijan College in association with ICT Academy reg..


Respected Sir,
Greetings from ICT Academy..!!
Hope you and your esteemed educators of the institution are all safe from the COVID – 19 spreads.

ICT Academy appreciates and recognizes your association with us as a member institution in the last year. This letter is regarding the confirmation of the events hosted by the college during 2020-21. Please find below the details of the event:

S No	Date	Platform	Title	Timings	Hosted by	No of Participants
1	15 th June, 2020	Microsoft Teams	Industry Expectation from the Students	03PM to 05PM	IQAC, Khagarijan College	100
2	25 th September, 2021	Microsoft Teams	New Age Interview Skills	02PM to 04PM	IQAC, Khagarijan College	100
3	17 th November, 2021	Microsoft Teams	Digital Literacy	11 AM to 01 PM	IQAC, Khagarijan College	110

Along with that we are pleased to inform that your 15 faculty members have been trained through different Faculty development programs conducted during our association and 3 faculty members from your organization has participated on Leaders Conclave in online mode. Furthermore in 26 sessions of Skycampus series, the faculty members have participated during the Lockdown Period which was themed to connect industry spoke persons and policy makers of government to share their inputs with the member colleges across the nation.

Thanking You
Regards,

Biplob Das
Relationship Manager, Northeastern States,
ICT Academy
88118 32525 Email: biplob@ictacademy.in


Principal
Khagarijan College
Nagaon (Assam)

**Institutional Courses on Computing Skill
E-commerce and Banking Practices (Add-on Course)**

E-Commerce and Banking Practices course is designed to provide the students basic knowledge and skills related to the e-commerce industry and banking sector. The course is introduced in the year 2020-21. The convenor of the course is Mr. Dhanesh Sharma, HoD, Department of Commerce, Khagarijan College, Nagaon.

CIRCULAR

Sub: ADD-ON-COURSE ON E-COMMERCE AND BANKING PRACTICES

The Department of Commerce is planned to conduct an Add-on-course Programme for the students of COMMERCE. The Programme will be a short term course designed and developed by the Department for the benefit of the students of commerce. The course will be conducted with a nominal charge based on the performance of the participated students. The Merit certificate will be provided to the students after completion of the course. Students who are willing to take the course can enrol their names to the course coordinator.

Name of the Course	Name of Course Coordinator/Convenor
E-COMMERCE AND BANKING PRACTICES	Mr. Dhanesh Sharma
Commencement of the Course: August, 2021-22 Time: 12:30-3:30	

Principal/IQAC Coordinator
Principal
Khagarijan College
Nagaon (Assam)

Course Coordinator

Principal
Khagarijan College
Nagaon (Assam)

Demonstration Workshop by Khagarijan College to Aware Students About Online Examination Conducted by Gauhati University During Covid-19 Situation

During Covid-19 pandemic, due to the outbreak of Covid diseases all the offline classes and examinations were continued through online mode. As per the parent university's notification Khagarijan College took the initiatives to demonstrate the procedure of online examination through online mode.

Open Text Book Examination 2021 (OTBE-2021)
Gauhati University

May 2021

Salient Features of the OTBE-2021

1. The examinations in this session will be an OTBE which will be held online.
2. There **WILL NOT** be any offline **OR** physical facility during the whole process of examination. All processes including downloading of question papers and uploading of answer scripts will **ONLY** be available in the online mode.
3. All students have to equip themselves with proper equipment with sufficient network connectivity bandwidth and data pack so as to comfortably complete the OTBE within the stipulated time. **It is extremely important to note that the university will NOT entertain any complaint in this regard.**
4. The university will provide a Practice Examination Session for the students to rehearse the entire procedure before the actual examination starts.

OTBE-2021 ৰ লক্ষ্যনীয় দিশসমূহ

1. এই OTB পৰীক্ষা অনলাইন মাধ্যমে হ'ব।
2. এই পৰীক্ষাৰ সন্দৰ্ভত সৰ্বসাধাৰণতে হোৱাৰ নিচিনাকৈ কোনো ধৰণৰ কাৰ্যিক (physical or offline) কাৰ্য্যৱলী **নাথাকিব**। প্ৰশ্নকাকত ডাউনলোড কৰাৰ পৰা পৰীক্ষাবহী আপলোড কৰালৈকে, পৰীক্ষাৰ সকলো প্ৰক্ৰিয়া **মাত্ৰ** অনলাইন মাধ্যমে হ'ব।
3. সকলো পৰীক্ষা প্ৰাৰ্থীয়ে, লাগতীয় সকলো সা-সঁজুলি যেনে কম্পিউটাৰ, স্মাৰ্ট ফোন ইত্যাদি নিজেই নিজৰ কাৰণে আগতীয়াকৈ যোগাৰ কৰি ল'ব লাগিব। সকলো প্ৰাৰ্থীয়ে, ইন্টাৰনেট ডাটা পেক আৰু য়াৰতীয় ইন্টাৰনেট সংযোগৰ কাৰণে লগা সুবিধাসমূহ নিজে নিজে যোগাৰ কৰিব লাগিব যাতে, এই অনলাইন OTB পৰীক্ষাত, তেওঁলোকে কোনো ধৰণৰ অসুবিধাৰ সন্মুখীন নোহোৱাকৈ সুকলমে অৱতীৰ্ণ হ'ব পাৰে। **এইটো অতি গুৰুত্বপূৰ্ণ আৰু মন কৰিবলগীয়া কথা যে, গুৱাহাটী বিশ্ববিদ্যালয়ে, এই সন্দৰ্ভত কোনো ধৰণৰ অভিযোগ গ্ৰহণ নকৰিব।**
4. বিশ্ববিদ্যালয়ে, এই গোটেই প্ৰক্ৰিয়াটোক ছাত্ৰ-ছাত্ৰীৰ মাজত, আগতীয়াকৈ অনুশীলনৰ কাৰণে মুকলি কৰি দিব।

The Examination Procedure

Following are the steps which a student will need to follow in order to appear in the OTBE. The detailed date and respective online links will be published in due course of time.

Prior to the OTBE

1. The student will need to update his / her mobile number through the IUMS .
2. The student is advised to visit the Practice OTBE portal for a rehearsal of the whole process.

পৰীক্ষা প্ৰক্ৰিয়া

এই OTBE ৰ সন্দৰ্ভত, এজন পৰীক্ষাৰ্থীয়ে মানিব লগীয়া নিয়মখিনি তলত দিয়া হৈছে। এই প্ৰক্ৰিয়াত প্ৰয়োজন হোৱা ওৱেব্ চাইট তৰ বিস্তৃত বিৱৰণ আৰু অন্যান্য তথ্য যথাসময়ত প্ৰকাশ কৰা হ'ব।

OTB পৰীক্ষা অনুস্থিত হোৱাৰ আগতে

1. সকলো ছাত্ৰ-ছাত্ৰীয়ে নিজৰ নিজৰ মোবাইল নাম্বাৰ, বিশ্ববিদ্যালয়ৰ IUMS ব্যৱস্থা প্ৰণালীৰ জৰিয়তে অন্তৰ্ভুক্ত কৰিব লাগিব।
2. ছাত্ৰ-ছাত্ৰী সকলে, অনুশীলনৰ কাৰণে মুকলি কৰি দিয়া ওৱেব্ চাইট ত ভাগলোৱাটো বাঞ্ছনীয়।



OFFICE OF THE PRINCIPAL

KHAGARIJAN COLLEGE

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Estd.- 1972

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E-mail : khagarijancollege1@gmail.com, Website : www.khagarijancollege.co.in

Ref. No.

Date : 05/08/2021

From.

Dr. Ramesh Nath, M.Sc., B.Ed., Ph.D.
Principal & Secretary

Examination Notice

For T.D.C B.A. 1st (2015-2020 Batch) & 5th Semester (2015-2016 Batch) Examination (Online OBTE), 2021

It is hereby informed that online (OBTE) examination for T.D.C. B.A 1st Semester (2015-2020 batch) and 5th Semester (2015-2016 batch) will be held from 9th August, 2021. Therefore, all the students of 1st and 5th semester are hereby instructed to follow the guidelines prescribed by the Gauhati University to appear smoothly in the examination. The guidelines are as follows:

1. To log in to the G. U. Examination Portal the students are required to give their CORRECT REGISTRATION NUMBER, MOBILE NO AND DATE OF BIRTH.
2. All answers must be HANDWRITTEN using black ball pen/black ink pen in A4 size paper with proper page number.
3. After completion of the examination answer sheets should be converted into PDF to less than 5 MB. For conversion to PDF some Apps have been mentioned in the G.U Portal.
4. The question papers will be available before 30 minutes before the beginning of the Examination.
5. The students can upload their answer scripts, in PDF format, after one hour of the completion of the Examination.
6. Since it is Open Book Examination students can take help of Textbooks, Notes etc.
7. There will be no offline submission of any Answer Sheet anywhere. But, if someone fails in uploading the answer sheet within specified time, along with extension time, they may be allowed to submit their answer sheets in the below mentioned Email -Id with proof of failure in uploading the answer sheet in G.U. Portal without which the answer sheet will not be entertained for evaluation.

Email Id: khagarijancollege1@gmail.com

Student Helpline Numbers: 8399925675/8638207586/7002874081

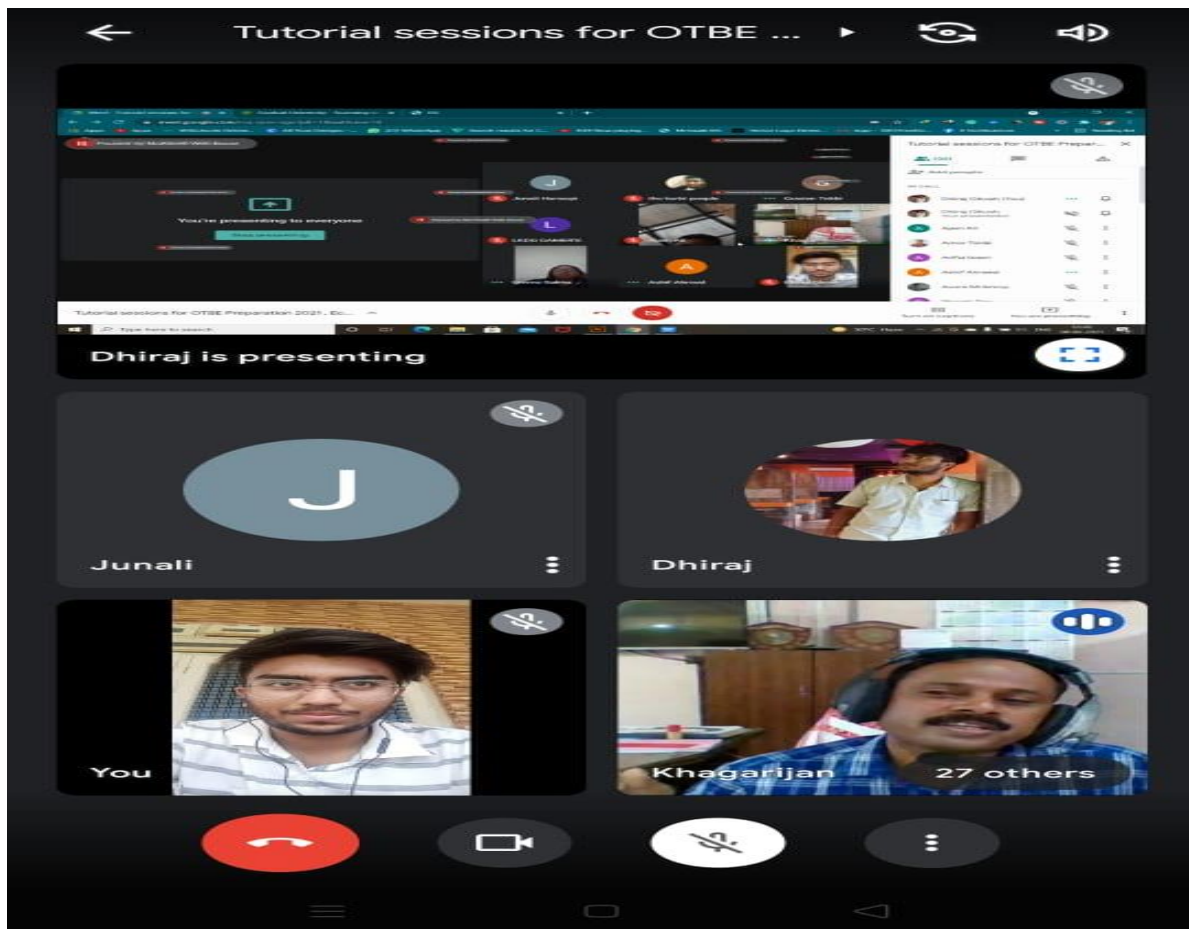
(Dr. Ramesh Nath)
Principal
Khagarijan College
Nagaon, Assam
Principal
Khagarijan College
Nagaon (Assam)

The institutional tutorial sessions for online examination were scheduled from 6th June, 2021. Separate sessions were arranged by the college for all the departments. In the tutorial session, demonstration of the procedures in online examination was provided so that students can appear the online examinations without any hurdles.

Tutorial sessions for OTBE Preparation 2021 , Schedule

Name of Department

English	Sunday 6 th June (11.30 am - 12.30 pm)		
Education	Monday 7 th June (11.30 am - 12.30 pm)	Philosophy	Monday 7 th June (1 pm - 2 pm)
Economics	Tuesday 8 th June (11.30 am - 12.30 pm)	History	Tuesday 8 th June (1 pm - 2 pm)
Pol .Science	Wednesday 9 th June (11.30 am - 12.30 pm)	Assamese	Wednesday 9 th June (1pm - 2 pm)
Commerce	Thursday 10 th June (11.30 am - 12.30 pm)		



Bai
Principal
Khagarijan College
Nagaon (Assam)

Certificate Course 'Web Developers' for Skill Enhancement

Web Developer (SSC/Q0503)

Session: 2020-21

Circular



CIRCULAR

Date – 23/11/2020

**Sub: Web-Developer (SSC/Q0503)
(Skill Course)**

Khagarijan College is planned to conduct a Skill course in **Web-Developer (SSC/Q0503)** for the students of the college in collaboration with Net Skill Foundation, Nagaon. The Programme will be one year course designed and developed by the College and Net skill Foundation Nagaon. The course will be conduct at minimum cost. The Merit certificate will be provided to the students after completion of the course.

Students who are willing to take the course can enrol their names to the course coordinator.

Name of the Course	Name of Course Coordinator/Convenor
Web-Developer (SSC/Q0503)	Mr. Rayhanul Ahmed
Commencement of the Course: 01/01/2021 Time: 1:30 PM-3:00 PM	

Principal/IQAC Coordinator
Principal
Khagarijan College
Nagaon (Assam)

Course Co-ordinator

List of the Student

Sl. No.	Name of the Student
1.	Sumaiya Begum
2.	Kazi Afrid Hoque
3.	Deepmoni Das
4.	Chandika Boruah
5.	Susmita Mazumder
6.	Shehena Rose
7.	Rimpi Sharma
8.	Gobinda Majumdar

Sample Copy of Certificates

**Skill India**
कौशल भारत - कुशल भारत


सत्यमेव जयते
**MINISTRY OF SKILL DEVELOPMENT
& ENTREPRENEURSHIP
GOVERNMENT OF INDIA**

**N S D C**
National
Skill Development
Corporation
Transforming the skill landscape

Certificate

This is to certify that
SUMAIYA BEGUM
has successfully cleared the assessment for the role of
Web Developer (SSC/Q0503)
conforming to National Skills Qualifications Framework Level - 4


**IT - ITeS SSC
NASSCOM**
Amit Aggarwal
CEO
IT-ITeS Sector Skills Council NASSCOM


Dr. Ramesh Nath
Principal
Khatgrijan College, Nagaon (Assam)

Date of Issuance 05/12/2022
System Identification Number
TP_146982/CNNSF01KJC008





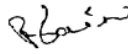
Principal
Khagarijan College
Nagaon (Assam)



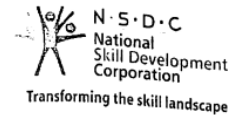
Certificate

This is to certify that
KAZI AFRID HOQUE
has successfully cleared the assessment for the role of
Web Developer (SSC/Q0503)
conforming to National Skills Qualifications Framework Level - 4


IT - ITeS SSC
NASSCOM

Amit Aggarwal
CEO
IT-ITeS Sector Skills Council NASSCOM




Dr. Ramesh Nath
Principal
Klagaerijan College, Nagaon (Assam)

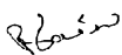
Date of Issuance 05/12/2022
System Identification Number
TP_146982/CANNSF01KJC001

Certificate

This is to certify that
DEEPMONI DAS
has successfully cleared the assessment for the role of
Web Developer (SSC/Q0503)
conforming to National Skills Qualifications Framework Level - 4


IT - ITeS SSC
NASSCOM

Amit Aggarwal
CEO
IT-ITeS Sector Skills Council NASSCOM


Dr. Ramesh Nath
Principal
Klagaerijan College, Nagaon (Assam)

Date of Issuance 05/12/2022
System Identification Number
TP_146982/CAN_CANNSF1KJ004






Principal
Khagarijan College
Nagaon (Assam)



Certificate


This is to certify that
CHANDIKA BORUAH
has successfully cleared the assessment for the role of
Web Developer (SSC/Q0503)
conforming to National Skills Qualifications Framework Level - 4


IT - ITeS SSC
NASSCOM

Amit Aggarwal
CEO
IT-ITeS Sector Skills Council NASSCOM


Dr. Ramesh Nath
Principal
Khagbrijan College, Nagaon (Assam)

Date of Issuance 05/12/2022
System Identification Number
IT_146982/CAN_CNNSF01KJ003




Principal
Khagarijan College
Nagaon (Assam)