



# NIMA GIRLS ARTS COLLEGE

## Best Practices-1

**1. Title of the Practice:** Basic Computer Training Programme

**2. Duration (year of inception-year of discontinuation):** 2016-17 (March – 2017)  
Yes

**3. Objectives of the Practice:** Most of the students in our college come from rural-remote villages and also from economically backward sections of the society. The knowledge of Computer is indispensably necessary for college students. College Runs the B.A. program, which does not include the subject of computer. Hence in order to develop computer literacy among students the college started the training programme. The college has a Digital Education and Learning Laboratory, which has 25 computer sets.

**4. The Context:** A basic computer course for students is run as part of the program during the data entry period as shown in the college team-table. Rural students and SC-OBC general students benefit from learning computer skills. The government also requires employees who have passed the 'ccc' computer course. So, college provides a platform to learn computer.

**5.The Practice:** In today's era the computer literariness has acquired the central position in increasing employability. Using the digital boon for the students. It is in the light of the fact that the college runs four languages as the special subjects. The girls having digital mastery can opt for the on-line assistance not only in data entry, but also in the other associated functional skills of their respective languages such editing, translating and proof-reading. Ensuring employability is one of the most significant aspects of Higher Education in general and rural institutions in particular.

The college has only one computer laboratory with 24 computer sets. So limited students benefit from this course. The scholar faculty is also very limited due to the rural setup. English language is also a barrier for college students. Rural students have limited bus facility, so they cannot stay for more practice in college after 12 noon.

**6. Evidence of Success:** A computer basic training program has been organized, a practically expert person has been appointed from HI-TECH COMPUTER. He teaches students at the timing of data entry as shown in the time-table. Faculty members, who are aware of such skills, also take lectures. Students are also given practice time and reading material. A ratio of about one student per computer is maintained. Such students are allowed for practice in computer laboratory during free lectures. They are also allowed to carry out any type of computer-work throughout the year.

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(2)

**7. Problems Encountered and Resources Required:** Most of the in-take of the college comprises such students as have completed school education and enrolled in college, but they have not taken any formal computer education because of the rural background. Hence, they are found to be less interested in the computer training course. Moreover, certain social aspects and limited number of bus frequencies has caused a kind of disinterestedness for such additional courses. Besides the very less exposure to English is also one of the hurdles faced during the training programme owing to the inter-connected nature of computer and English.

**8. Notes: (Optional)** The training programme continued for the whole year for free. The participants felt confident about their success in the exams like, ccc, which is the minimum criteria to get a government job. Some students get private jobs because of their computer skills. Some run computer classes or serve as instructors. Due to computer skills, many students get benefits for their job opportunities and promotions as well.



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