



St. JOSEPH'S COLLEGE (Autonomous)

175 Years of Educational Excellence

Accredited at A++ Grade (4th Cycle) by NAAC Special Heritage Status awarded by UGC
College with Potential for Excellence by UGC DBT-STAR & DST-FIST sponsored College

TIRUCHIRAPPALLI - 620 002, S. INDIA

Phone : (0431) 4226375 / 2700320 (O) 4226307 (R) Fax : (0431) 2701501

E-mail : Off : principal@mail.sjctni.edu Website : www.sjctni.edu

Rev. Dr. M. AROCKIASAMY XAVIER, S.J.

Principal

19.04.2020

NOTICE

Dear Professors,

Greetings! Wishing you all good health during this lockdown period.

I would like to bring to you the following points for helping our Students to prepare for the Semester Examination (as per the directions of UGC & MHRD). I ask you to **initiate some concrete academic tasks** through online, during this lock-down period.

- The faculty members are requested to prepare the lecture materials (Study Materials) mainly **for the INCOMPLETE PORTIONS in the Units that are due for the END SEMESTER TESTS**, in the papers that they handle for students in this semester. Study materials can be uploaded for the completed portions also.
- The **Study Materials are to be prepared in the 'pdf' format for easy uploading in our College-ERP** (one file for one paper).
- These Study Materials will not only help the Students to prepare for their Semester examinations but will get treasured as the e-content resources.
- The Study Materials could be **prepared in a very easy-to-read style with clarity and brevity**. The contents of the Study Materials are to be **drafted concisely and originally, avoiding copying-and-pasting from the Internet**. Each Lecture Material can have possible questions (short, medium and long-answer questions, including problems) at the end.
- In case of any difficulty in uploading the materials, please contact college ERP through mail sjcerp@mail.sjctni.edu.

- All the above-mentioned materials **can be uploaded in the College-ERP- Faculty Portal on or before April 24, 2020** so that the students may get sufficient time to prepare for their examinations.
- In this regard the students are also informed about the availability of your **study materials**.
- The **Faculty Members can plan out online classes ONLY through ezTalk with their class students for clarifying their doubts or questions at their convenience if, required. In this connection, the Staff Members are asked to contact Dr. B. Kanickairaj, Associate Professor of Physics, (mobile: 9894890433, e-mail: bmkgaa@gmail.com) who will fix up the time-slot for online classes. Also send a copy of class request to our College ERP mail. The College will assist you in hosting online classes technically.**
- Kindly complete the task before the stipulated time. I expect your fullest cooperation in this regard.

Take care of your health and the members of your family. May God bless each one of you. I continue to pray for you all.



Principal

The Lecture Material can be prepared in the format, given below:

St. Joseph's College (Autonomous), Tiruchirappalli 620002 Department of		
Name of the Staff	Title of the Paper Course Code	Class: I/II/III UG or / I/II PG
Unit 3 / 4 / 5		
Sub-Titles.....		
Sub-Title-1: Contents.....		
Sub-Title-2: Contents.....		
Sub-Title-3: Contents.....		
Sub-Title-3: Contents.....		
Contact Details of the Staff for the Students to have consultation : (by posting clarifications as questions only. Personal dialoguing can be avoided) Staff: Name.....Mobile No. or e-mail id		