



Office of the Principal
UNIVERSITY ARTS & SCIENCE COLLEGE (AUTONOMOUS)
(Accredited with "A" Grade by NAAC)
Kakatiya University, Subedari, Warangal, T.S. – 506001

Prof. Banna Ailaiah
Principal

Date: 13-04-2020

To

THE I/C HEADS OF ALL DEPARMENTS,
University Arts & Science College (Autonomous),
Kakatiya University, Subedari,
Warnagal.

Sub: Establishment – COVID-19- Certain instructions to the I/c of All Departments to complete the syllabus through online mode during the lockdown period due to COVID-19- Regarding.

Ref: 1. Memo No. 161/A2/KU/2020; dated: 11-04-2020
2. Memo No. 162/A2/KU/2020; dated: 11-04-2020.

Adverting to subject and reference cited, this is to inform you that in view of pandemic COVID-19, you are hereby informed to undertake teaching through various online modes and e-learning methods, such as uploading recorded lectures, PPTs, voice records and notes in You Tube or through Whatsapp, e-mails, different conference apps such as Skype, Google classrooms, zoom app etc., sharing the links of relevant teaching learning resources available in various digital platforms, such as SWAYAM online courses, MOOCs, e-PG pathashala, SWAYAMPBABA etc., in order to make use of the time during the lockdown period in accordance with the advice given by the Hon'ble Chancellor in her video conference and keeping in view of the guidelines of the UGC and the MHRD.

In this connection, further instructions are hereby issued that it is mandatory to every faculty member to complete the syllabus through **ONLINE MODE** during the lockdown period. Every teacher must send to the **I/C. Head** concerned, though e-mail, the teaching dairy along with screenshots of online classes on daily classes. The HoD shall enclose a copy of teaching dairy of individual teacher to the salary bills until resuming regular class work, which will be considered for making payment for Regular, Contractual & Part-Time teachers.

Therefore, please take immediate action accordingly.

PRINCIPAL