## Performance of the institution in one area distinctive to its vision, priority and thrust

Kalindi College constantly endeavours to lead the way towards environment friendly and sustainable practices. A big leap towards this, is our initiative to establish an e-Office system and paperless initiatives in the college which will allow us to become eco-friendly in future. We are in process to create an e-Office system in Kalindi College to integrate file and records management system that will allow all stakeholders to establish collaborative data management within the institution. The e-Office system will prove to be a big step forward towards realizing the vision of our institution which is to create environment friendly work practices in the college and to inculcate environmental consciousness among students.

It will bring more transparency, efficiency and accountability leading to increased productivity. In addition to being an eco-friendly approach, it will benefit College Administration to optimize data entry, search, sorting and organization thus, saving time and money leading to increased work efficiency. Remarkably, it is a convenient tool to keep tracks of archived files and the files that are 'under processing' henceforth making it suitable for retrieval of data whenever required.

Kalindi College has taken an initiative towards establishment of a paperless system. Kalindi College has already been engaged in online admissions, making of timetable, management of attendance, evaluation, fee and feedback collection etc, for last few years. Also, in wake of the current Corona pandemic, the College has successfully established a complete online teaching-learning pedagogy. College has successfully organized several curricular, co-curricular and extra-curricular activities during this time.

Using this system, Kalindi College has started collecting and managing online feedbacks from all stakeholders. This system has yielded into hassle-free management of attendance records, submission of examination fee, and timely dispatch of admit cards to the students.

Recently, college has adopted full-fledged online teaching platforms using G-suit and Microsoft Teams for proper dissemination of online lectures, tests, practicals, assignments and has also evolved to use effective assessment methods keeping the idea of e-content development at its core.

Also, we are in the process of implementing an eco-friendly and economical approach for issuing 'e-certificates' that are given to winners or participants for various events such as seminars, cultural events and competitions that are organized by the college.

'Internal Quality Assurance Cell (IQAC)' in collaboration with other departments of the College organized numerous webinars for our all stakeholders on diverse topics related to mental well-being, emotional strength and overall skill enhancement etc.