Best Practice 1 Bridge Course

1. **Title of Practice:**
   Bridge Course for Non-Computer & Commerce Background Students

2. **Objectives of the Practice:**
   Bridging the gap between non computer & non-Commerce students.

3. **The Context:**
   Students should acquire basic knowledge of computer so that they do not face any problem in regular classes.

4. **The Practice:**
   This course is designed for students who are from non-commerce and non-computer background.

5. **Evidence of Success:**
   Students are able to excel in exams as evident from their assessment marks and their performance in the subsequent exams.

6. **Problems Encountered & Resources Required:**
   Students' varied personal commitments during the session of the course.

Best Practice 2 Gas Safety

1. **Title of Practice:**
   Gas Safety Awareness Program

2. **Objective:**
   To Increase awareness about how to use gas appliances safely.

3. **Context:**
   Students benefited from knowledge regarding gas safety. How to deal with an accident if it happens?

4. **The Practice:**
   The participants were educated the importance of regular maintenance and inspection of gas appliances.

5. **Evidence of Success:**
   The Program ended with a question and answer session. Student learn how to detect gas leaks, use gas appliances safely and what to do in emergency.

6. **Problem Encountered and Resource Required:**
   The program was arranged in a very short span of time.