



# Maharaja Agrasen Institute of Management Studies

Affiliated to GGSIP University; Recognized u/s 2(f) of UGC

Recognized by Bar Council of India; ISO 9001 : 2015 Certified Institution

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Prof. (Dr.) Vijay Kumar Khurana

IQAC Coordinator

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Internal Quality Assurance Cell (IQAC)

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March 30, 2020

## **Action Taken Report of the Meeting held on March 17, 2020**

- Faculties were trained on using the Zoom platform to deliver the lectures.
- Faculty started using the Zoom platform for delivering the lectures from day 1 of lockdown.
- Proper records (Attendance, recordings, screenshot) of the class were maintained by the faculty. Google form was created in which the faculty were asked to fill in the report of the lecture delivered by them and upload all the records.

**Prof. (Dr.) Vijay Kumar Khurana**