Best Practices of the Institute

Best Practice-1

Title of the Practice

Enhancing Technical and Soft Skills leading to a better placement

Objectives

1) To groom the students as professionals with technical expertise and professional ethics.
2) Enhance teamwork skill, creativity, interpersonal and problem solving skill.
3) To maintain regular interaction with the industry through seminars, guest lectures, industrial visit etc.
4) To encourage career counseling by organizing guidance lectures by senior corporate personnel and most importantly by the immediately placed senior students.
5) To prepare students to face campus interviews through arranging training in Aptitude, group discussions, technical and HR interviews by professional trainers.
6) To make Student globally competitive and employable in eminent high technology multinational industries.

The Context

The biggest challenge facing engineering education and institutions today is the poor level of employability of graduating students. The industry is always on the lookout for students who are vibrant, energetic individuals and ready to accept challenges, attentive, a good academic background, fast learners, open to learning even at work and more importantly, good communication skills. The institute's main aim is to develop the personality and to build the confidence in student for their better placement. For this purpose, personality development starts from the beginning of the curriculum. Faculty focus on effective English speaking throughout the semester. Moreover it is required to develop the technical skills and creativity in students, so institute have more attention on industrial visit, guest lecture, seminar, conference etc.

The Practices

The institute could foresee the need of skill development of the future engineers of the country for the journey of their placement. The institute puts high emphasis on the pre placement training, personality development, industrial interaction so that student can be benefited throughout their placement activities.

Following programs are conducted in institute to fulfill the aims of placement of students:

Scientific writing skills: The students are exposed to Wall Magazine (known as **Creative Interactive Bulletin Board**), in the department of Professional/Technical English, for **capacity-building** and **interactive exertion**. This acts as a self-teaching tool to unlock scientific creative mind for students and gets **early exposure** in the first year to find relevant materials, narrow down information, able to generate **new topics** thereby reinforcing **new words and concepts**, and challenge students to participate in new ways. In addition, Language Lab provides application based language software (Snetclass) where a student gets a rich experience of learning language dynamically and is able to sharpen the language skills.

Memorandum of Understandings with different technical training corporates and industries: The training is supervised by trained faculty members with respect to enriching the technical education and work towards enhancing the quality of education to students. The Institution conducts this program in collaboration with corporates and industries soa s to give students exposure in different fields.

Industrial visit: The Institute puts a lot of emphasis on holistic learning and to bring this immersive learning within the industry and students, industrial visit has been incorporated as a part of the curriculum. The aim of these industrial visits is **"Education – Exposure – Experience."** Students are exposed to real working environment and shown how things are done in an organization. There is a thin gap between theoretical learning and practical exposure, which can be bridged by the industrial visit.

Guest Lecture/seminar/conferences: Guest lectures enable the students in enriching the latest updates regarding avenues for higher studies and jobs as well as the need of the industry. Guest lecture gives the student the opportunities to learn new things about present industrial scenario. The institute puts lots of efforts to conduct guest lecture in every semester for the students. Seminar/ conferences gives exposure for latest trend in engineering and industry.

Life Long Learning: The School of Lifelong Learning (SLLL) dedicatedly grooms students in multidimensional areas, enabling them to effortlessly face the challenges of the corporate world and evolve individually after they graduate from the campus. For this purpose the School of Lifelong Learning plans activities including Presentation Skills, Group Discussion, Workshops, Debate Competition, and Job Fair etc. regularly, across various semesters. The sessions are designed aiming to develop not only the presentation skills but also providing students with an opportunity of public speaking. The institute is on-toes round the clock to organize seminars and workshops with the aim of inspiring aspirants to successfully crack the Campus Placements.

Evidence of Success

- Year by year institute observe increment in placement with average package and highest package in reputed companies.

- Institute have signed MoU with number of industries.

- Institute got the award for center of excellence as Internship Day: Notable Mention Award by 2019.

- Institute received National Award for Outstanding Services for Prevention of Alcoholism and Substance (Drug) Abuse in 2018.

- Number of student have joined the higher education after graduation with reputed institutes.

Problems Encountered

It is really complex to organize some of the activities mentioned above, regularly, in the so much busy schedule of students along with their studies.

Best Practice-2

Title of the practice
Student support system

Objectives
To improve quality of teaching learning process, the college takes initiative to support the students by providing online study material. Notes related to the classes conducted on a teaching day are provided on that very day to the students, along with any other information regarding academics. This helps the students to remain at par with other students in case they are unable to attend a lecture due to some unavoidable circumstance. Online mode is also used to monitor syllabus coverage statistics and quality of teaching learning processes. In this way, timely actions are taken to improve the academic performance of the students.

The context
Apart from offline teaching system, the college takes initiative to support the students by extending all kind of necessary help during the session. The departments keep the data of the students of each semester along with their valid email id. This is being used to support them by giving them syllabus notes, lecture notes, question bank, previous year question paper and sessional paper as well. The process is such that once the students get into the semester he or she is provided with the syllabus of the subject concerned and overall overview. This helps them to have a look how the subject is to be learned. Once the classes start, every faculty send the class notes of that particular class to their email ids so that the students can keep a track of the classes if by any chance they miss it. The students are also supported by giving them question banks (probable questions to be asked in sessional and external exam), previous semesters sessional question papers and external question papers as well. These question banks, are further utilized to give them assignments as per identification of weak students/slow learners as assignments to solve it or taken up for discussion during extra classes. This boosts the students' confidence and also help them to prepare for external exams.

All such notes and extra classes are being monitored at the department level by the concerned departmental HOD. This acts as a feedback to the faculty for quality assurance of teaching learning process. All these processes are very systematic and are obligatory on the part of concerned faculty which is documented after quality check and assurance in their respective course file. Subsequently the course files undergo scrutiny at the end of the semester at the department level.

The students also have an ample scope beyond the class room to take up their doubts and interact with their concerned subject faculty. The problems raised, if any, are being attended

on priorities by the concerned faculty without meeting them physically. This saves time for the faculty as well.

The Practice

1. The class timetable and faculty timetable are sent to their email id at the beginning of semester. The timetables along with faculty name are pasted on the classroom doors for the easy convenience.
2. Student details along with their mail id are shared with concerned faculty members that help them to contact any student if needed.
3. At the beginning of semester faculty share online study material, lecture plan and previous year question papers with their students.
4. Each faculty share lecture notes with the student concerned on the topic covered in class on daily basis.
5. Question bank/ important questions/university question papers are shared with the students. These help the students to understand what type of questions can come in the exam and how to solve them.
6. During any time of the semester HODs/subject coordinator can check quality of lecture material shared and coverage of a syllabus.
7. Faculty regularly check their syllabus progress and take extra lecture if needed to cover 100% syllabus before due date.

Evidence of Success

1. Quality of teaching and learning process enhanced.
2. Performance of the students in University examination improved in every subsequent year.
3. Based on syllabus progress report, faculty take extra lecture to cover 100% syllabus before due date.
4. Paper work has been reduced considerably.
5. Enhanced students' independent learning ability which help them further in their carrier growth.

Problems encountered

Sometimes students become complacent that even after not attending few classes, they will get notes and the teaching material easily through online mode.