



Institutional Best Practices of AY 2020-21

Best Practice No.1: Employability Skill Development (ESD) by Zensar Technologies

- Since 2016, the institute has started Employability Skill Development (ESD) program for our students in collaboration with Zensar. Trainers from Zensar are appointed for conducting this program.

Goal of ESD program: Every year Zensar Technologies and Zensar Foundation conducts this Employability Skill Development (ESD) program, at no cost to students, with a motto of training of fresh graduates for better readiness of students for IT industries.

The practice: Zensar visits every year to college and selects students from third year and give away training in both soft skill and technical skills. And at the end of training they conduct interview for students. Among this interview students are finalized and selected to work with Zensar.

Context: This program offers total 180 hrs of training for students which includes Aptitude - 50 hrs, Soft skills - 20 hrs, PL_SQL - 40 hrs, Python - 40 hrs, Java - 40 hrs.

Problems Faced and Resources Required:

- Students face problem during their trainee period, when entered into company. Hence to make them company efficient with all professional ethics and technically strong, every year this program is conducted for Third year students in order to make them ready for placements, by providing them with soft skills and technical assessment training. At the end of training program, every student gets a set of various activities which helps them to build up Team building, Motivation, Time and Stress Management skills.
- Overall Zensar looks after every student in these sessions, where students learn basics of soft skills and Etiquettes required in Software company. They get to know the problems they face while handling live projects in company. This improves their communication skills, presentation skills. This program also helps in improving time and stress management and team building which are also very essential during their job.

Evidence of Success: Placement in Zensar is seen, once the training is finished, every trained student has to appear for the test conducted by Zensar. Based on test results, performance analysis of students throughout the training program and the interview skills of student, students are shortlisted by and hired in Zensar. The entire process of training program makes students ready to work with industries and students can work on live projects directly. This year 24 students had successfully completed the training and among them 4 students got selected in Zensar Technologies successfully.



Best Practice No.2 Teacher Guardian Scheme Goal:

Goal: Continuous monitoring of academic performance of students including their attendances and performance in internal exams.

The practice:

- The institute has a “Teacher Guardian (TG)” scheme for all First, Second, Third and Final Year students. Under this scheme, one faculty is appointed for every 2025 students as their Teacher Guardian.
- The role of the faculty as Teacher Guardian is to continuously monitor the academic performance of 2025 students such as daily attendance of the lectures and practical, reporting he absenteeism of the students to their parents telephonically, monitoring their performance in internal examinations and conducting meetings with them regularly to discuss and address their academic as well personal problems.
- The slow learners are identified by respective TG based on academic monitoring. The extra classes are arranged if needed.
- The details of the above work are maintained in a booklet by the respective Teacher guardian.
- The record is transferred to next TG for better understanding of history of individuals.

Context:

- Parents are regularly informed by letters, text messages and phone calls about the performance of their ward by his TG and thus they are also involved in this process.
- Teacher Guardian takes the problems faced by the students like poor academic performance, problems related to infrastructural facilities, and even personal problems also discussed to bring solution on that.
- The Teacher Guardian acknowledges and addresses these problems to motivate and guide the students. Knowing the student personally and communicating with him/her like a guardian develops a personal connect between the TG and student which is the main goal of this program. This in turn develops a sense of confidence, support and security in the students and they come strong to face the academic challenges.
- All these activities undertaken by the TG’s like call records to the parents, TG meetings, minutes of the meetings, student performance etc. are recorded in a booklet which is maintained by each and every Teacher Guardian.

Problems Faced and Resources Required:

- The problems encountered are as follows:
- Impart sense of guardianship in the faculties for increased effectiveness of the “Teacher Guardian” scheme.
- Adequate time is not available during college hours for conducting meet but this was overcome by conducting meeting after college hours.
- Initially the students were wavering to speak about the problems then TG made them speak out by talking with them in informal way.

Evidence of Success:

- Many of the problems faced by the students have come up in the TG meetings and they have been addressed by the faculty members.
- Problems like need of fans and tube lights in new class room in Civil department, etc. came up in the TG meetings and subsequently, these facilities were provided to the students.
- Students had difficulty in understanding the teaching of some staff members. The concerned staff members were counseled by the HoD and improvement was observed.
- At the time of examination period students wanted to use library beyond college hours so library was open from 08:00 am to 08:00 pm.



Best Practice No.3: Student Training Program (STP) and Value-added Programs (VAP)

Goals:

- The student training program makes the student's placement ready or ready to go entrepreneurship. • It is one of the important objectives of the institute to develop the students get placed in good companies in their field of specialization. Thus the college carries on activities like practicing aptitude, group discussion, general knowledge, current affairs, etc.
- The aim of the program is to enhance the quality of the students by empowering them with all required skills to make them globally competent.
- The objectives of the STP are to Enhance the employability and Prepare students for entrepreneurship. o Prepare students for higher education in India and abroad.

The practice

- **Aptitude Enhancement:** aptitude tests are of paramount importance to prospective job seekers in today's competitive job market. employers use aptitude tests to distinguish between candidates and a poor score on a numerical or verbal reasoning aptitude tests could be the difference between getting an interview or not.
- **General knowledge:** general knowledge contributes to personal enrichment, and a better understanding of the world as a whole.
- **Awareness about current affairs:** current affairs refer to the important incidents that have occurred and hold social importance in the world. The important role of current affairs can be evident with the various eligibility criteria adopted by the job sector, where individuals are hired based on their knowledge of their surroundings.
- **Developing domain knowledge:** domain knowledge is the basis of the job the students will be acquiring in the organization. Strong foundation in domain knowledge is a stepping stone to further learning.
- **Technical skills:** many companies today hire employees by looking at their computer literacy. If you know how to operate Microsoft tools then it is a plus because many companies today use software in their computers. All the activities of the student training program are conducted by faculty who has their expertise in respective areas. Personal and Career Goal Setting, Behavioral Skills, Public Speaking, Presentation Skills, Resume Writing, Listening Skills, Group Discussions, Report Writing, Letter/ Application Writing, Listening Skills Session Reading Skills Session, Writing Skills Session, Speaking Skills Session, Signal Processing , Programming Language, Electronic Circuit Design, Embedded System, Group Discussion ,Personal Interview, Assembly and disassembly of Mechanical system like I/C engine and M/C Tool System, Skills in varies processes involve in mechanical system like RAC equipment, Hydraulic Pneumatic system these programs have been conducted by various department.



Context:

- The aim of “Student Training Program” is to improve the employability level of students by enhancement of technical and soft skills so that they can serve the industry better.
- The overall skill development of students is the heart of the program. In second year itself, students are trained in soft skills and communication skills which are vital from employability point of view. STP is conducted in Final year of the course.

Problems Faced and Resources Required:

- To cope up with the daily updates and knowledge about the current requirements in industry as well as society needs, this is difficult to cover in teaching learning process of the Institute.
- To cover up above problem VAP is required to be conducted in parallel with regular academics. Extra sessions from industry experts are normally arranged.
- Students are heavily charged for such professional training.
- So, to overcome this problem, it is necessary to give VAP inputs to the students to cope up with industrial requirements and make them ready for placement. Introduction of STP and VAP have solved majority of these problems with minimum expenditure and removed unnecessary financial burden on the students.
- Industry Experts are invited for the sessions, workshops & seminars.
- Well-equipped laboratories are providing to conduct the same.

Evidence of Success:

It is observed that with regular practice the students get better understanding of various activities being carried out. There is seen a steady rise in scores amongst all the students. Also, it has reflected in review from the company panels coming for interview. Students get better placements in terms of profile and package