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**BEST PRACTICES**

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**Affiliated to: Dr. A.P.J. Abdul Kalam Technical University (AKTU College Code: 056)**

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## **BEST PRACTICES BY INSTITUTE**

The Institute pursues Quality standards of excellence in Academics, Research and Consultancy, Administration, and Extension Services. The salient Best Practices pursued by the institute are as follows:

### **CENTRE OF EXCELLENCE:**

MOUs signed with well-established organizations to focus on training and placement activities of students to fulfill the gap between industry and academia. Increase the market value of the Training Program through Structured Content and Certifications. The associated organization will be providing resource persons & industry experts to organize regular sessions under COE labs like workshops, ted talks, industry-endorsed project development for students for their practical learning. These includes:

- To meet the requirements of industries, value added courses are organized for students through this forum.
- The fundamental goal behind the learning center is to reinforce student's practical skills.
- Training helps students to get an opportunity to learn and interact with dedicated and experienced experts of the Organization.
- Participants will get cost relaxation on our inhouse Training Programs conducted at their Campus and other Professional Workshops.
- Career Guidance will be provided during the program on life in the Engineering industry.



### **MEMORANDUM OF UNDERSTANDING (MoUs):**

MoU signed with Softpro, TechieNest, Heartfulness, Digipodium, IITK and IDP.

- Softpro Learning Center increases its profundity in technologies like .Net, Java, PHP, Android and Python and also provides the opportunity to practically implement their theoretical knowledge.
- The sole mission of TechieNest founders is to facilitate the education, research and development program; all under one roof.
- Heartfulness workshop is a simple and subtle practice of meditation that connects each of us with the light and love in our hearts.
- Digipodium is a platform which reaches out to its audiences to help them enrich their lives in a bigger and better manner through specializations, in the Fields of I.T. Training Digital Marketing Corporate Events coordination.
- IITK is one of the premier institutes to provide meaningful education, to conduct original research of the highest standard and to provide leadership in technological innovation for the industrial group of the country.
- Roles and Responsibilities of IDP India is to Endeavour to conduct education fair and counselling for higher education (for BBDNIIT) students within the campus of the institution from time to time, where representatives, eminent scholars and professors at international universities IDP India has partnered with will participate, subject to their availability.

### **STUDENT CENTRIC LEARNING:**

Students are guided through a life-changing developmental experience, intellectual growth, and deep practical knowledge with sound judgment. The Institute strives to provide an innovative pedagogy: Guest Lectures, Info Talks,



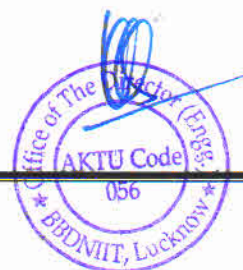


Induction Program, Classroom Teaching, Assignments, Presentations, Extension Lectures, and Tutorials. This includes:

- Using goals and outcomes to design course plans that pursue outcomes-based education in the Institute.
- To connect with alumni and avail of their interaction such as guest lectures, placements, and information, the institute has established an alumni cell to coordinate.
- In order to get continuous feedback for improvement, suggestion boxes have been placed outside the office of the director and at other places in the building.
- To facilitate the slow learners, the exercises are revised by the concerned faculty members.
- MOOC, e-learning and flipped classroom concepts are implemented in classroom teaching. The provision of smart classes improves the quality of teaching and learning.

#### **STUDENT MENTORING:**

Faculty members who are designated as mentors meet regularly with students; mentors interact with their pre-assigned mentees, and provide them with assistance in overcoming challenges to their academic success. This strategy is referred to as "mentoring" and includes addressing students' not only personal issues but overall concerns towards challenges they face in day-to-day activities and providing appropriate guidance and support to help them feel comfortable on campus. This includes:



- Each faculty member is assigned 15 to 20 students to mentor in order to continually monitor student progress and suggest adjustments when deviations occur.
- Meetings are also held with parents to receive regular updates from them on their children's progress and the overall condition of the college.

#### **INSTITUTE-INDUSTRY INTERACTION:**

Regular sessions are organized for third and final year students to familiarize them with corporate culture and prepare them for professional life. Several technical and soft skill training programs are also conducted by industry-based professionals/experts. This includes:

- Prioritization, planning and time management
- Personality, vocal and non-verbal skills
- Teamwork and group discussion skills;
- Protocol and interviewing techniques;
- Effective communication techniques

#### **PROBLEMS SOLVING APTITUDE:**

Case analysis fosters decision-making skills in a controlled environment and emphasizes the fact that real-world situations are more complex than what students learn in theory classes, e.g., through discussions, role-playing, business games, project-based learning, soft skills development, concept lessons, workshops, and industry discussions. These include:

- Use of learning resources, videos, and online resources for student learning.





- The library maintains relevant textbooks, reference books, standard journals, and electronic journals to ensure the academic achievement of teachers and students.

#### **TECHNICAL TRAINING FOR STUDENTS:**

The Institute conducts training programs for students every year and has also signed agreements with renowned companies. This includes:

- Regular training like Learnovate Training is imparted to the students in the field of communication skills and aptitude to make them employable.
- There is also coordination between this institute and other industries like Technext for the training and engagement of students.
- Involvement of industry personnel for additional study sessions inside and outside the classroom.

#### **SPORTS AND CULTURAL PROGRAMMES:**

- The Institute conducts sports and cultural programs to open new opportunities for students and develop their hidden abilities.
- The institute also organizes seminars and cultural events and involves students in a variety of sports activities to develop students' adaptability for technical talents, skills, etc. of innovative nature.
- The institute also organizes technical exhibitions/festivals like Utkarsh. In addition, the institute emphasizes involving students in a variety of project works.
- Student also participated in Affiliating University Zonal level and University level Sports fest.



### **INDUSTRIAL VISIT/ TOUR FOR STUDENTS:**

During the visit or tour, students explore a variety of industries in their relevant field. Students interact with people who work in the industries and are introduced to industrial practices. Students also receive presentations from industry professionals. Students' learning has been enhanced by this contact, as they have been able to see how ideas from the classroom have been applied in the workplace. Each year, the university organizes workplace visits to introduce students to basic engineering concepts and practices.

### **FACULTY QUALITY IMPROVEMENT PROGRAM:**

Promote growth initiatives, higher education in centers of excellence, and participation in national and foreign conferences. Faculty members act as consultants to various organizations, as reviewers for international and national journals, and as authorities on the efficient implementation of various government programs.

**E-WASTE MANAGEMENT:** There are well-defined & established guidelines related to E-Waste Management. The e-waste generated is first recycled on campus. Then the wastes are transferred to approved vendors for disposal. Electrical and electronic assemblies that are not destined for recycling or final disposals, such as printed circuit boards, electronic components, and wires, after screening & reviewing are transferred to the assigned vendor for disposal.

### **PROFESSIONAL SOCIETY:**

Several student chapters of different Professional Societies are also associated with Institute to explore the technical dimensions of students and faculty





members. IEI, Computer Society of India (CSI), SCRS, AI foundation as well as IEEE are the names associated.

**PLACEMENT PREPARATION ACTIVITIES:**

Students are encouraged and supported to participate in competitive examinations and to complete summer internships in companies. The Institute helps students to prepare for placement drives. The questions for this test are developed using the format of previous company assessments. In addition, students receive aptitude training, practice writing resumes, take mock tests, and simulate job interviews.

**SOFT SKILL PROGRAMME:**

Students need to do well not only in technical interviews but also in face-to-face interviews, as competition for interviews is fierce. In addition to the technical skills acquired during their regular education, students should also demonstrate soft skills in on-campus interviews and throughout their careers. In the third and fourth years of study, soft skills programs are led by specialists for a week or more. Students actively participate in these programs, which help them develop their soft skills.

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