

RISE KRISHNA SAI GANDHI GROUP OF  
INSTITUTIONS::ONGOLE



TEACHING LEARNING PROCEDUERES

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## **Procedures on Teaching-Learning at RISE Krishna Sai Gandhi Group of Institutions**

### **1. Introduction:**

This procedure document outlines the systematic approach adopted by RISE Krishna Sai Gandhi Group of Institutions to deliver and facilitate the teaching-learning process in the engineering domain, ensuring the highest educational standards.

### **2. Curriculum Design & Review:**

2.1. The academic council, consisting of experienced faculty and industry experts, periodically reviews the updates in the curriculum adopted by affiliating University and checks whether it meets with current industry needs and global trends.

2.2. Input from alumni, current students, and industry partners is sought during curriculum review.

### **3. Course Allocation:**

3.1. Courses are allocated to faculty based on their expertise, interest, and past performance in teaching similar courses.

3.2. Newly recruited faculty undergoes an orientation program to familiarize them with the institution's teaching-learning methodology.

### **4. Lecture Planning:**

4.1. Before the commencement of the semester, faculty prepares a detailed course plan, outlining weekly topics, practical sessions, assignments, and assessment schedules.

4.2. The course plan is shared with students and is made accessible through the institution's website or through social media.

### **5. Delivery of Lectures:**

5.1. Faculty employs a blend of traditional and modern teaching techniques, such as interactive sessions, multimedia presentations, and real-world case studies.

5.2. Guest lecturers from industry experts are organized periodically to provide students with practical industry insights.

## 6. Laboratories and Practical Sessions:

6.1. Lab sessions complement theoretical knowledge. Faculty ensures that students understand the practical implications of theoretical concepts.

6.2. Laboratories are equipped with updated software and hardware to facilitate hands-on learning.

## 7. Continuous Assessment:

7.1. Periodic tests, quizzes, and assignments are conducted to gauge students' understanding and track their performance.

7.2. Feedback from assessments is provided promptly, enabling students to address gaps in understanding.

## 8. Interactive Learning:

8.1. Faculty encourages group discussions, workshops, and seminars on contemporary topics.

8.2. Online platforms and forums are used for discussions, promoting collaborative learning among students.

## 9. Project Work:

9.1. Final year students undertake projects relevant to their engineering domain, fostering innovation and research aptitude.

9.2. Faculty mentors guide students throughout the project's duration, from selection to execution.

## 10. Feedback Mechanism:

10.1. Mid-semester feedback is collected from students about course content, teaching methodology, and overall course experience.

10.2. Feedback is analyzed, and corrective measures, if required, are implemented in the subsequent semesters.

## 11. Remedial Classes:

11.1. Based on assessment outcomes, remedial classes are scheduled for students who need additional assistance.

11.2. These classes focus on topics that students find challenging and aim to ensure that all students grasp core concepts.

12. Use of Technology:

12.1. RISE Krishna Sai Gandhi Group of Institutions integrates technology into the teaching-learning process, utilizing platforms like e-learning modules and simulations.

12.2. Faculty are encouraged to undertake training in emerging educational technologies via FDPs /Workshops.

13. Continuous Professional Development (CPD):

13.1. Faculty participates in workshops, webinars, and seminars to stay updated with the latest in the engineering field and pedagogical techniques.

13.2. The institution supports faculty by sponsoring or providing resources for such developmental activities.

14. Review and Evaluation:

14.1. At the end of each academic year, a comprehensive review of the teaching-learning process is conducted, considering student performance, feedback, and other relevant metrics.

14.2. This review informs improvements, refinements, and new initiatives for the subsequent academic years.