

**CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY (A)**  
**DEPARTMENT OF BIOTECHNOLOGY**

**Mentor Mentee Ratio for 2022-23**

<b>S.No</b>	<b>Year</b>	<b>Total no of Biotechnology students (2<sup>nd</sup>, 3<sup>rd</sup> &amp; 4<sup>th</sup> yrs)</b>	<b>Total no of faculty available for mentoring (Excluding 1<sup>st</sup> yr)</b>	<b>Mentee Mentor Ratio</b>
1	2022-23	175	11	15.9:1



**I/C Head**  
**Dept of Biotechnology**

**HEAD**  
Dept. of Bio-Technology  
Chaitanya Bharathi Institute of Technology  
Gandipet, Hyderabad-500 075

To

15/12/2022

The Principal  
CBIT, Gandipet  
Hyderabad-75.

Sir,

Sub: - Nominated of mentors for B.Tech, Biotech II Year, III-Year and IV -Year-2022-23 Reg.

The following faculties are nominated as mentors (Student Counseling) for different classes.

S.No	Year	Roll Number	Mentors Name	Contact Number
1	III Year	160120805001 to 021	Dr. Sanjeeb Kumar .M	9398228635
		160120805022 to 40	Dr.Kiran Y.V	7839114753
		160120805041 to 60	Dr. C. Obula Reddy	9344449074
2	IV Year	160119805001 to 017, 1601-19-805-050 to 053	Dr.C,Nagendranatha Reddy	9885512489
		1601-19-805-018 to 033, 1601-19-805-054 to 57	Dr.B.Sumithra	7086652116
		1601-19-805-034 to 049, 1601-19-805-058,1601-19-805-059 1601-19-805-060,1601-18-805-004	Dr.K.Dharmalingam	8978933631
3	II Year	160121805001 to 021	Dr. V. Aruna/Dr Ashoutosh Pandey (In absence of Dr V Aruna)	9849831044/8979033584
		160121805022 to 034	Dr.G.Vijaya Laxmi	9849664939
		160121805044 to 064	Mrs.S.Sumithra	9963710844
4	I Year	Roll nos yet to be	Dr B Mishra along with two first year faculty members	7036442532
5	All Years	Overall mentoring of students and special cases if any	Dr Y Rajasri	9908994251

Thanking you,

Copy to

1. Dean-Student Progression
2. Individual

Yours faithfully

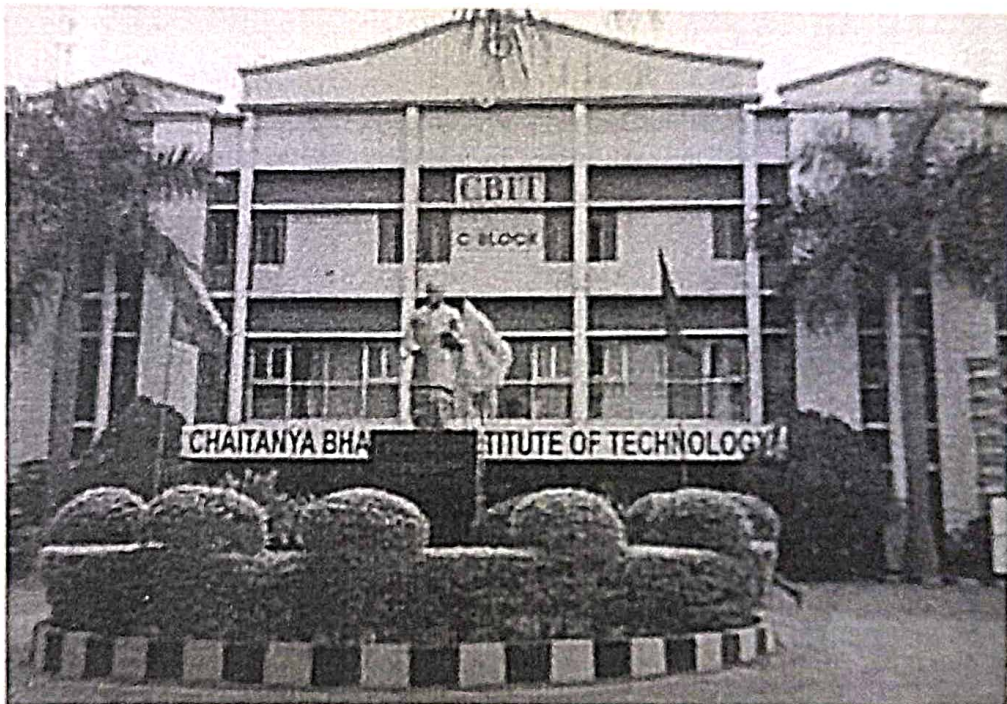


Dr. Head  
Dept. of Biotechnology

HEAD  
Dept. of Bio-Technology  
Chaitanya Bharathi Institute of Technology  
Gandipet, Hyderabad-500 075



## MENTORING DIARY AND STUDENT'S PROGRESSION RECORD BOOK



### CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY (A)

( Established by CBES in 1979 )

Affiliated to Osmania University, Accredited by NBA – AICTE & NAAC – UGC

ISO 9001:2015 Certified Institution

Chaitanya Bharathi(P.O), Gandipet, Hyderabad, Telangana – 500075 (T.S)

Ph: 8466997201, E-mail : [principal@cbit.ac.in](mailto:principal@cbit.ac.in) Web : [cbit.ac.in](http://cbit.ac.in)

MAY,2021

## **I . PREAMBLE:**

This book is a record of Student's progression and the mentoring activity conducted by the mentors to support their progression.

## **II . STUDENT'S PROGRESSION:**

A process that ensures required progress of a student in terms of passing the examinations with good grades, acquiring knowledge in the subjects chosen and proper application of the same . It would be necessary to observe the progress of a student on a continuous basis and review periodically ( monthly or fortnightly ) in order to support and facilitate student's progression.

## **III . MENTORING:**

Mentoring is a partnership between Mentor and Mentee. Mentors are student-centric teacher- friends who help young adult learners in their transitory phases and challenging times. It is based on mutual trust and respect. It has been introduced for obtaining a holistic assessment of the learners' performance and providing inclusive spaces for growth and development. Mentors apply their guidance, experience and expertise in promoting their mentees professionally and personally, through interpersonal engagement. They build bridges among various stakeholders ( Students, Teachers, Parents , Principal, Management etc.)

### **(A). Objectives of Mentoring**

- Creating opportunities amongst college groups & communities for bonding
- Refining teacher-student communication outside classroom
- Maintaining data base of student performance, attendance details & drop outs
- Supporting personal & professional growth & monitoring psychological growth & progress
- Identifying special talents, skills, slow learners & passing this information on, to the relevant committees
- Locating & solving attendance issues
- Providing sustained motivation
- Ensuring & providing feedback for parents and institute authorities as well
- Identifying learning needs
- Assisting in developing rights, responsibilities & values
- Provisioning a Comprehensive Personal Student Record
- Cultivating a healthy learning environment in college

### **(B). Expected Outcomes**

- A healthy Learning Environment
- Vibrant Peer Group Exchanges

- Creation of positive communication channels among Principal, Parents, Staff & Students
- Enhancing a feeling of belonging among students
- Self confident, bold & an active, enthused student community
- Better attendance, lesser dropouts and good psychological health of students
- Confident Parents
- Improved Performance
- Mentor Certificate

In short, Mentoring aspires to bring transformational positive changes. It augments self confidence, improves peer bonding and prepares mentees for career advancement.



## (C). CBIT Student Mentoring System

Each faculty will be the mentor for a group of 20 to 25 students. First year students will have mentors from the department of basic sciences, Mathematics and Humanities and second, third, fourth year students will have mentors from the parent department. Departmental faculties will continue to be mentors for the same group of students till their graduation

### (i). Roles and Responsibilities of Mentors

- Conduct an orientation meeting at the entry level ( 1<sup>st</sup> Semester/ 3<sup>rd</sup> Semester as the case may be ) for appraising them of the process & make them prepare an Orientation Report
- Select a spokesperson/representative for the group
- Collect data of mentees at every stage & also see that the students fill their data from their side without fail. Also ensure the authenticity of the data.
- On locating their need for marked improvement in certain areas ( General/Academic/Career/Personal etc..) refer the same to respective Heads of Departments
- Track the attendance and performance records & identify reasons, need if any, and prepare a Review Report with constructive suggestions

- Ensure frequent value added student visits to the library , Fitness center and other such , essentially in the allotted time slots and additionally in other permitted slots , if necessary.
- Allow & guide Peer Mentoring
- Refer distressed or disturbed cases to the Student Counselling Committee, through proper channel
- Notify to the Director-SA&P through proper channel about students with special talents
- Motivate them to take part in activities that can accrue more credits
- Compile their progress in performance through a Performance Chart & discuss threadbare with them, the details as the mentees produce the Mentor Certificate for career mobility and advanced studies.
- Identify reasons for poor performance & attach a note (illness, domestic disturbances, personal obstacles & so on)
- Meet them weekly, submit a report at least twice in a month to the HoD and record the same as a Review Report , to be sent to the Director-SA&P at least once in a month.
- A total of FOUR reports to be prepared and submitted (One Orientation & THREE Monthly Reports)
- Ensure holistic well being of Mentee by sticking to the following
  1. Continuously monitor , counsel, guide and motivate the students in all academic matters
  2. Advise students regarding choice of electives, project, summer training , MOOCs , Honours degree, etc.
  3. Contact parents / guardians if situation demands e.g. shortage of attendance, academic irregularities, negative behavioral changes and interpersonal relations, detrimental activities etc. (in co-ordination with the class teachers)
  4. Advise students in their career development/professional guidance
  5. Keep contact with the students even after their graduation
  6. Intimate HOD and suggest if any administrative action is called for
  7. Maintain a detailed progressive record of the student
  8. Maintain a brief but clear record of all discussions with students
- Mentor can assess and grade the students ; but not for showing any discrimination.

## **(ii). Parameters for Mentee Assessment**

Assessment by Mentors is a continually evolving process. It should be engaging and student- centric. Assessment rather than evaluation, supports student initiatives to help themselves in improving their performance. It focuses on certain criteria for grading the mentee such as whether the Mentee

1.Is Punctual 2. Undertakes responsibilities-Spokesperson/Leader/Peer Mentor or any other 3. Engages in Quality Voluntary Interaction, frequently 4. Undertakes Supportive/Positive/ Roles 5. Employs Personal Development Strategies-Seeks suggestions/is cordial in taking advice/is prompt in following instructions/ applies given inputs for personal improvement/ is meticulous in providing feedback 6. Develops Team Spirit& Team building initiatives 7. Cultivates commitment/remains accountable for his or her omissions & commissions 8. Has creative impulses & exhibits

them in extra/co-curricular activities 9. Demonstrates healthy Interpersonal Skills 10. Promptly furnishes all the required data

Note: All the above criteria are graded equally. Each criterion is ascribed a value of 1 and the scores are calculated on a scale of 1 to 10.

GRADING KEY Performance Grade Scores **Excellent- A+ :8 and above** **Very Good- A: 6 & 7** **Good: B 5-6;** **Satisfactory –C: Up to 4 .**

The Mentor-Mentee interaction provides an opportunity to document the journey of a learner's life. It is a portal for the mentee to carry his/her progress into the larger world space. Therefore, kindly generate the certificate with care and precision .

### **(iii). Roles and Responsibilities of Mentees**

- Provide all the necessary data with relevant documents ( Previous Academic Performance Records, documents for participation in extra/co curricular activities and academic advancement )
  - Fill all the information that is sought from you in the prescribed format and location , at every stage as indicated in the 'Mentor's diary and student's progress record book'.
- Know what you want and ask for what you need
- Identify special goals that you want to achieve and discuss it clearly with your mentor to decide the mission to achieve them. Prepare a pathway to your goals at the beginning of every year.
- Seek information regarding resources that you need from various sources
- Conduct Peer Mentoring to help your mentor
- Have a positive attitude
- Accept feedback respectfully & cordially & discuss future course of action with your mentor
- Attend mentor meetings regularly & punctually
- Provide feedback and communicate healthy developments in you. Reciprocity in interaction is the key to a successful mentor-mentee relationship

### **(iv). Responsibilities of HOD:**

1. Meet all mentors of your department at least once a month to review proper implementation of the system
2. Advice mentors wherever necessary
3. Initiate administrative action on a student when necessary
4. Keep the Director- SA& P and Principal informed

### **IV. CAREER GUIDANCE:**

It is imperative to have a clear idea of career options right from the beginning of your engineering study.

Following information will be helpful in this regard:

#### **A. Placements:**

1. Have a consistently good academic record as this gives an edge over others.

2. Non-CSE/IT students also must develop mastery of 'C' language.
3. Referrals from employed friends give an edge over the others in getting a job. One must mail his/her resume to all friends and relatives in the desired companies.

#### **B. Job Sites:**

Job sites introduce you to companies, register with different sites as they play a vital role in the initial process of recruitment.

#### **C. Jobs in Defence:**

Opportunities galore in Defense Services like Air force, Army and Navy await students. Planning for these has to be done right from second year.

#### **D. Higher Studies**

1. **Higher Studies Overseas:** USA, Canada, UK, Germany, Australia, Sweden and other European Countries offer opportunities galore for higher studies. Excellent opportunities are available in the USA. Keep the following in mind while seeking studies abroad:

- High scores in GRE and TOEFL are required to get admission in good US universities. Assistantships will also be given to students who have excellent scores in GRE and to those who carried out their project work in hi-tech industries.
- Identification of professors in different Universities in areas of interest of students is a must for admission and also for getting financial assistance. This helps in the Visa process also as the US Embassy asks probing questions on how the proposed institution will help in fulfilling academic aspirations etc.
- The Record of Interaction with the professors which matches with the career objective can be quoted and shown during processing.
- In general, one should not apply to top Universities alone, two at higher level, two at medium level and two low ranking Universities may be chosen so that possibilities of securing assistantship can also be enhanced.
- Preparations for GRE and TOEFL examinations are essential for going to US Universities. And this should start as early as in First year engineering itself.
- Those who are unable to get Visa to USA, can apply to Germany, Sweden, and Norway, where education is free and courses are taught in English medium. You can also explore the possibilities of applying to Canada, Australia, New Zealand, UK, Singapore, etc.





### **G. Training through Internships, Apprenticeships and other Training Programs:**

1. **Internship:** An internship gives an insight into the technicalities of a job in your field. By the end of internship, one would have learnt the work and also gained some amount of formal work experience.

2. **Apprenticeships:** Apprenticeships help students to learn the technical skills while undergoing training in an organization. Several organizations such as Defence Labs, BHEL, HAL, BDL, etc. offer such apprenticeships. The Govt. of India offers one year Apprenticeship to graduate engineers with nominal monthly remuneration. Applications which are available at TASK need to be filled giving all details. TASK will inform the posting to a specific company after processing the papers. For further information on the matter, Training and Placement Section may be contacted.

3. **Training Programs:** One must also consider training programs in state of the art technologies like Artificial Intelligence, Machine Learning, Deep Learning, and Block Chain Technologies which may lead to subsequent absorption in IT and ITES industries.

4. **Short-Term Projects:** Short-term projects help a student in getting practical knowledge of his/her vocation, this later helps in handling interviews in a better way.

### **H. Opportunities through Entrepreneurship:**

The Govt. of India is encouraging entrepreneurship through various programs. In this regard, a careful study has to be made to select the area in which an industry has to be set up. Getting practical experience in the areas concerned is advised so that the difficulties that are likely to be faced when the industry is set up can be understood and addressed.

## **V. TRAINING IN EMPLOYABILITY SKILLS**

**A. Employability:** Employability relates to a graduate's achievements and their potential to gain a graduate job. Achievements relate to the degree itself but importantly also include transferable skills gained from studying at college / university.

**B. Employability Skills:** A set of achievements – skills, understandings and personal attributes that make graduates more likely to gain employment and be successful in their chosen occupations, which benefit themselves, the workforce, the community and the economy.

### C. What do Employers Want?

- Intellect
- Programming Skills
- Commercial awareness
- Willingness to learn Knowledge
- Resilience / flexibility
- Adaptability
- Self-regulatory skills
- Self-motivation
- Communication skills
- Writing Skills
- Interpersonal skills
- Teamwork
- Self-assurance / self-confidence
- Initiative and drive
- Leadership
- Enthusiasm/commitment
- Professionalism
- Business awareness / focus
- Problem solving
- Self-awareness
- Self-promotion
- Exploring and creating opportunities
- Action planning
- Networking
- Decision making
- Negotiation
- Political awareness
- Coping with uncertainty
- Development focus
- Transfer skills
- Enterprising
- Knowledge

### D. BASIC SKILLS REQUIRED FOR EMPLOYMENT

Following table shows basic skills required to be employed and how they can be honed/ exhibited by the Mentee:

- |  |   |
|--|---|
| 1. Listening - Receives, attends to, interprets and responds to verbal messages. | • Responds through eye contact to oral messages that require action, acts on oral instructions, classifies unclear messages and retains verbal communication for later use. |
| 2. Speaking – Organizes ideas and communication orally.                          | • Clearly speaks thoughts related to work tasks and understands messages.<br>• Speaks confidently before a group of people.   |

3. Reading: Locates and interprets written information in prose and in documents such as manuals, graphs and schedules.

4. Writing: Communication of thoughts, ideas, information, and messages in writing. Create documents such as letters, directories, reports, graphs and flow charts.

5. Aptitude (Quantitative, Verbal and Logical): Performs basic computations and approaches practical problem by choosing appropriately from a variety of mathematical techniques.

6. Interaction with others

7. Demonstrates integrity, honesty and chooses ethical courses of action.

8. To serve clients/ customers; and work to meet their expectations

9. Participates as a member of a team. Contributes to group efforts, demonstrates leadership skills as appropriate to assigned position

- Finds written information related in a task.
- Accurately retrieves/ communicates the meaning of the information.
- Acts on the information to complete the assigned task.
- Accurately generates notes/messages related to a task.
- Clearly, correctly and lightly writes notes.
- Creates documents such as letters, directories, reports, graphs and flow charts.
- Uses basic mathematical techniques, vocabulary lists, verbal analogies, and logical reasoning to solve practical problems related to a work task.
- Accurately solves various problems involving critical thinking.
- Uses effective verbal and non-verbal communication techniques for effective communication.
- Displays ethical behavior according to work policies and procedures, e.g. keeps certain information confidential
- Honors commitments
- Tells the truth
- Begins work on time
- Is appropriately dressed and groomed
- Respects fellow workers and equipment
- displays a positive attitude toward people and the job
- positively responds to direction and suggested correction
- displays confidence in learning new tasks
- is courteous and respectful
- work well with others displaying warmth and friendliness toward them
- shows connectedness with employees
- open to working with various employees
- willingness to initiate action in collaboration with other team members.

10. Demonstrates leadership skills, setting a positive example and teaching others.

- Engages in challenges and acts with energy shows connectedness with employees.
- Explores cause of problems.
- Engages in reflective. Yet proactively thinking when doubt and disagreement arise.
- Maintains self-control during challenges
- Open to training or assisting new employees.
- Uses positive phrases to encourage confidence in others.
- Contributes to a positive work climate.

11. Works well with women and men from diverse backgrounds

- Appears to show no bias in working with others from diverse backgrounds, cultures or opposite gender
- Verbally acknowledges efforts of all co-workers for the effort given in the workplace
- Shows an openness to work with all employees.

## **VI. IMPORTANCE OF PARTICIPATING IN CO-CURRICULAR ACTIVITIES:**

Participating in various activities conducted in the college and in highly reputed institutions helps in building professional career. Take part in following activities right from your freshman year:

- Free writing
- Brainstorming
- Mind-mapping
- Periodical self-assessment
- Reading responses
- Questions formulation
- Conversation prompts and responses
- Logical Reasoning
- Vocabulary lists + definitions
- Workplace scenarios
- Rough drafts
- Assignment outlines
- Thesis statements
- Research assignments
- Teamwork exercises
- Structured note taking
- Peer assessment
- Role playing
- Problem solving
- Summaries
- Online resources critique
- Description of a process

- Project exhibitions
- Programming / coding contests
- Summer Internships
- Business English Certificate Course
- Debates
- Technical Seminar / Poster
- JAM sessions
- Rubik's cube competition
- Mathematical Contests
- What's the Good word competition
- Creative Writing Competitions
- Entrepreneurship activities

## **VII. IMPORTANCE OF PARTICIPATING IN EXTRA-CURRICULAR ACTIVITIES:**

All employers normally look out for students and graduates who have a range of skills, personal qualities and experience, which will help them to be productive in the workplace. Extra-curricular activities give you the chance to develop these by doing things you enjoy. This is the best opportunity to have fun and make yourself more employable at the same time. By taking part you'll build long-lasting friendships and connections, meet students from different backgrounds, and gain transferable skills such as communication, teamwork, organisation, problem solving and time management. It will also improve your confidence.

If you want to go a step further you could become chairperson, treasurer or secretary of your club or society to develop your leadership abilities.

Besides, your creativity is nurtured when you participate in extracurricular activities such as various artforms. On the other hand, participation in Games and Sports will recharge yourself and keeps you Fit Physically and mentally. When your health is in place, everything else will automatically fall in groove.

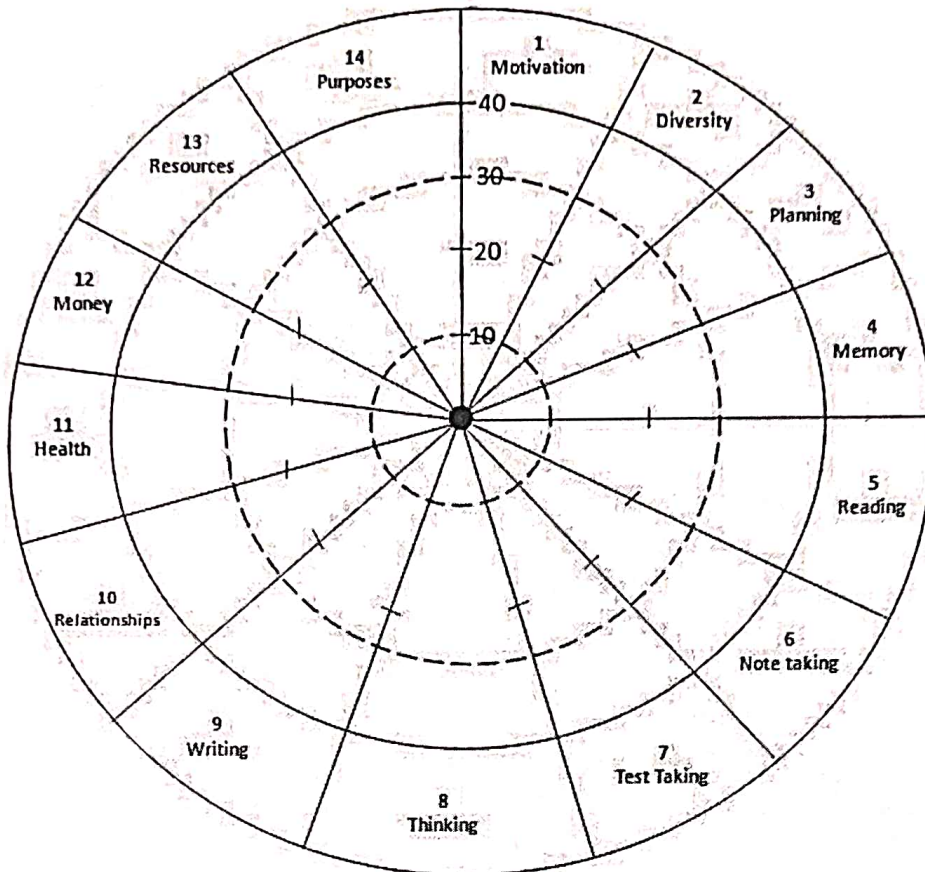
Realising this importance, CBIT has facilitated the students with a number of Student Clubs. Get familiarised to these clubs through your respective mentors/ Student Coordinators of various clubs / Directorate of student affairs and join in your choicest.

## **VIII. COUNSELLING:**

Counselling is an art of helping the student unveil the strengths, overcome the weaknesses, instill/boost up confidence and achieve goals. Proper counselling given at an appropriate time will certainly be a life shaping and at times can be even a life saving means for the student. Depending upon the personal, social, economic and Psychological background of the student, the counselling needs of a student arise besides being influenced by the ambient environment of the student at the campus and home. In the normal course, the mentors are expected to identify these counselling needs and refer them to the Director-SA&P through their respective HoDs. However, all the mentors are in general expected to be equipped with the basic knowledge of counselling the students, as every good teacher usually does. Specific cases of extremity will of course be referred to Specialists such as Doctors, Psychologists, Personality Trainers etc., as the case may be.

Some basic tips for discovering the counselling needs of a student at the beginning of each semester, are given here under.

## IX. DISCOVERY WHEEL



This is a tool to discover the strengths and weaknesses of a person in a figurative way, in the wheel form. The wheel strikingly depicts how strong or how weak a person is, in the chosen areas. The strength or weakness is plotted radially in the wheel, based on the marks scored by an individual in various areas. Any individual can assess himself or herself, by responding to the questionnaire under each area, honestly and sincerely. Mentors must see that the wheel is plotted by each student at the beginning of each semester so that any possible help in the form of counselling can be given to them.

- 14 areas are covered in the Discovery Wheel. These are Motivation, diversity, Planning, Reading, Note taking, Test taking, Thinking, Writing, Relationships, Health, Money, Resources, and Purpose. Each area has 8 statements related to the area.
- Read the statements carefully. For each statement award yourself points for each one using the following criterion
- 5 Points        This statement is always or almost always true of me
- 4 Points        This statement is often true of me
- 3 Points        This statement is sometimes true of me
- 2 Points        This statement is seldom true of me
- 1 Point        This statement is never or almost never true of me.
- Then add up the total point for each section and shade the Discovery Wheel. The shaded parts indicate areas where you may want to improve.

## A. MOTIVATION

- 1. \_\_\_\_\_ I start each semester highly motivated, and I stay that way.
- 2. \_\_\_\_\_ I know what I want to get from my education.
- 3. \_\_\_\_\_ I enjoy learning
- 4. \_\_\_\_\_ I study even when distracted by activities of lower priority.
- 5. \_\_\_\_\_ I am satisfied with how I progress toward achieving goals.
- 6. \_\_\_\_\_ Studying is important and I allow adequate time for it
- 7. \_\_\_\_\_ I am excited about the courses I take.
- 8. \_\_\_\_\_ I have a clear idea of the benefits I expect to get from my education
- \_\_\_\_\_ **Total score (1) Motivation**

## B. DIVERSITY

- 1. \_\_\_\_\_ I am aware of my cultural biases and open to understanding people with different backgrounds
- 2. \_\_\_\_\_ I build rewarding relationships with people from other cultures and races.
- 3. \_\_\_\_\_ I can point out examples of discrimination and effectively respond to them
- 4. \_\_\_\_\_ I study in a way that draws on my preferred learning styles.
- 5. \_\_\_\_\_ I practice using several different learning styles when I study.
- 6. \_\_\_\_\_ I take specific steps to make a successful transition into higher education
- 7. \_\_\_\_\_ I use a sound process for defining my special areas of interest and choosing an academic major or program of study.
- 8. \_\_\_\_\_ I effectively integrate schooling with my family and work lives.
- \_\_\_\_\_ **Total Score (2) Diversity**

## C. PLANNING

- 1. \_\_\_\_\_ I periodically refine my long term goals.
- 2. \_\_\_\_\_ I regularly define short term goals
- 3. \_\_\_\_\_ I write a plan for each day and each week.
- 4. \_\_\_\_\_ I assign priorities to what I choose to do each day.
- 5. \_\_\_\_\_ I plan review time so I don't have to cram before tests.
- 6. \_\_\_\_\_ I plan regular recreation time.
- 7. \_\_\_\_\_ I adjust my study time to meet the demands of individual courses.
- 8. \_\_\_\_\_ I have adequate time each day to accomplish what I plan.
- \_\_\_\_\_ **Total score (3) planning**

## D. MEMORY

- 1. \_\_\_\_\_ I am confident in my ability to remember
- 2. \_\_\_\_\_ I remember people's names



- 3. \_\_\_\_\_ At the end of a lecture I can summarize what was presented.
- 4. \_\_\_\_\_ I apply techniques that enhance my memory skills
- 5. \_\_\_\_\_ I can recall information when I'm under pressure
- 6. \_\_\_\_\_ I remember important information clearly and easily
- 7. \_\_\_\_\_ I can jog my memory when I have difficulty recalling
- 8. \_\_\_\_\_ **Total score (4) Memory**

## E. READING

- 1. \_\_\_\_\_ I Preview and review reading assignments
- 2. \_\_\_\_\_ When reading, I underline or highlight important passages.
- 3. \_\_\_\_\_ When I read, I ask questions about the material
- 4. \_\_\_\_\_ When I read textbooks, I am alert and awake.
- 5. \_\_\_\_\_ I relate what I read to my life.
- 6. \_\_\_\_\_ I select a reading strategy to fit the type of material I'm reading
- 7. \_\_\_\_\_ I take effective notes when I read
- 8. \_\_\_\_\_ When I don't understand what I'm reading, I note my question and find my answers.
- \_\_\_\_\_ **Total score(5) Reading**

## F. NOTE TAKING

- 1. \_\_\_\_\_ When I'm in class I focus my attention
- 2. \_\_\_\_\_ I take notes in class
- 3. \_\_\_\_\_ I am aware of various methods for taking notes and choose that work best for me.
- 4. \_\_\_\_\_ My notes are valuable for review.
- 5. \_\_\_\_\_ I review class notes within 24 hours
- 6. \_\_\_\_\_ I distinguish important material and notice key phrases in a lecture.
- 7. \_\_\_\_\_ I copy material the instructor writes on the board or overhead projector
- 8. \_\_\_\_\_ I can put important concepts into my own words
- \_\_\_\_\_ **Total score (6) Note taking**

## G. TEST TAKING

- 1. \_\_\_\_\_ I feel confident and calm during an exam
- 2. \_\_\_\_\_ I can manage my time during exams and I can able to complete them.
- 3. \_\_\_\_\_ I am able to predict test questions
- 4. \_\_\_\_\_ I can examine essay questions in light of what I know and come to new original conclusions during a test

- 5. \_\_\_\_\_ I adapt my test taking strategy to the kind of test I'm taking
- 6. \_\_\_\_\_ I understand what essay questions ask and can answer them completely and accurately.
- 7. \_\_\_\_\_ I start reviewing for tests at the beginning of the term and review regularly.
- 8. \_\_\_\_\_ My sense of personal worth is independent of my personal scores.
- \_\_\_\_\_ **Total score (7) Test taking**

#### H. THINKING

- 1. \_\_\_\_\_ I have flashes of insight, and solutions to problems appear to me at unusual times.
- 2. \_\_\_\_\_ I use brainstorming to generate solutions to a variety of problems.
- 3. \_\_\_\_\_ When I get stuck on a creative project, I use specific methods to get unstuck
- 4. \_\_\_\_\_ I see problems and decisions as opportunities for learning and personal growth
- 5. \_\_\_\_\_ I am willing to consider different points of view and alternative solutions
- 6. \_\_\_\_\_ I can state the assumptions that underline a series of assertions.
- 7. \_\_\_\_\_ I can detect common errors in logic
- 8. \_\_\_\_\_ I approach courses in mathematics and science with confidence
- \_\_\_\_\_ **Total score (8) Thinking**

#### I. WRITING

- 1. \_\_\_\_\_ I approach writing with confidence
- 2. \_\_\_\_\_ I can effectively plan a large writing assignment
- 3. \_\_\_\_\_ I create first drafts without stopping to edit or criticize my writing
- 4. \_\_\_\_\_ I revise my writing for clarity, accuracy and coherence.
- 5. \_\_\_\_\_ My writing affirms women and is free of sexist expressions.
- 6. \_\_\_\_\_ When writing. I accurately credit ideas and facts from other
- 7. \_\_\_\_\_ I know how to prepare and deliver effective speeches.
- 8. \_\_\_\_\_ I am confident when I speak before others.
- \_\_\_\_\_ **Total score (9) Writing**

#### J. RELATIONSHIPS

- 1. \_\_\_\_\_ I develop and maintain mutually supportive relationships
- 2. \_\_\_\_\_ I am candid with others about who I am, what I feel and what I want.
- 3. \_\_\_\_\_ Other people tell me that I am a good listener.
- 4. \_\_\_\_\_ I communicate my upset and anger without blaming others.
- 5. \_\_\_\_\_ I make and keep promises that stretch me to meet my potentials.
- 6. \_\_\_\_\_ I am able to learn from various instructors with different teaching styles.

- 7. \_\_\_\_\_ I have the ability to make friends and create valuable relationship in a new place.
- 8. \_\_\_\_\_ I am open to being with people I don't especially like in order to learn from them.
- \_\_\_\_\_ **Total score (10) Relationships**

#### K. HEALTH

- 1. \_\_\_\_\_ I have enough energy to study and still enjoy other areas of my life.
- 2. \_\_\_\_\_ I exercise regularly.
- 3. \_\_\_\_\_ My emotional health support my ability to learn
- 4. \_\_\_\_\_ If the situation calls for it, I have enough reserve energy to put in a long day.
- 5. \_\_\_\_\_ I notice changes in my physical condition and respond effectively.
- 6. \_\_\_\_\_ I notice changes in my psychological condition and respond effectively.
- 7. \_\_\_\_\_ I am in control of the bad habits such as smoking, alcohol and drugs
- 8. \_\_\_\_\_ My food and sleeping habits contribute to my health.
- \_\_\_\_\_ **Total score (11) Health**

#### L. MONEY

- 1. \_\_\_\_\_ I budget my money and I am in control of my personal finances.
- 2. \_\_\_\_\_ I am confident that I will have enough to complete the education I want.
- 3. \_\_\_\_\_ I have a clear picture of the financial resources available to me to pay for my education.
- 4. \_\_\_\_\_ I can make a little money go a long way.
- 5. \_\_\_\_\_ My education supports my long rang financial goals.
- 6. \_\_\_\_\_ I repay my debts on time
- 7. \_\_\_\_\_ My sense of personal worth is independent of my financial condition
- 8. \_\_\_\_\_ I make regular deposits to my savings accounts.
- \_\_\_\_\_ **Total score (12) Money**

#### M. RESOURCES

- 1. \_\_\_\_\_ I can effectively use libraries to find the resources and information I want.
- 2. \_\_\_\_\_ I am aware of the services offered by my school as learning experiences.
- 3. \_\_\_\_\_ I use my job or other activities outside of school as learning experiences.
- 4. \_\_\_\_\_ I take on projects that can make a difference in other people's lives
- 5. \_\_\_\_\_ I know where to get help in my community for a variety of problems

- 6. \_\_\_\_\_ My relationships with friends, family and other support my educational goals.
- 7. \_\_\_\_\_ I think of my mistakes as valuable opportunities to learn.
- 8. \_\_\_\_\_ I see the world's problems as opportunities for me to participate and contribute.
- \_\_\_\_\_ **Total score (13) Resources**

#### N. PURPOSE

- 1. \_\_\_\_\_ I see learning as a life process
- 2. \_\_\_\_\_ I relate school to what I plan to do for the rest of my life.
- 3. \_\_\_\_\_ I learn by contributing to others.
- 4. \_\_\_\_\_ I revise my plans as I learn, change and grow.
- 5. \_\_\_\_\_ I am clear about my purpose in life.
- 6. \_\_\_\_\_ I know that I am responsible for my own education
- 7. \_\_\_\_\_ I take responsibility for the quality of my life
- 8. \_\_\_\_\_ I am willing to accept challenges even when I'm not sure how to meet them.
- \_\_\_\_\_ **Total score (14) purpose**

Chaitanya Bharathi Institute of Technology (Autonomous),  
Hyderabad-75

X. Student's(Mentee's) Personal Details

**Student Profile:**

Name of the Student : ANIRUDDHA SREERAM BOBBILI

Branch & Section : BIOTECHNOLOGY (CK)

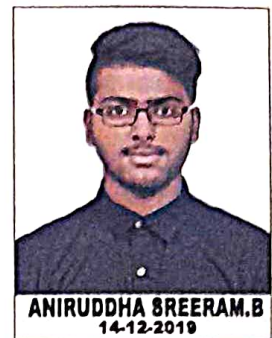
Hall Ticket number : 1601-20-805-041

Category: Convener (OC/BC/SC/ST/Sports/NCC/PH) /

Management (JEE/NRI/PIO): BC-D

Contact ph.no. 8897358272 Alt.ph. no./ local guardian no. 9908642555

email ID: gokul7003@gmail.com



**Parents' Details:**

Father's Name: LATE. B. SALIVAHANA Occupation : -

Mother's Name: B. SUCHITRA Occupation : Govt. Employee

Contact No : 9908642555 email ID : suchitsabobbili@gmail.com

Contact Address: 1-146, Flat No: 304/A, SV Samruddhi Infra Apartments,  
Bapu Nagar, Saroornagar Chaudi, Saroornagar, Hyderabad - 500035.

**Previous Academic Performance:**

S.no	Class	Year of passing	% of marks / Grade	School/ College
1	10 <sup>th</sup> / Equivalent	2018	88 %	RAMADEVI PUBLIC SCHOOL
2	12 <sup>th</sup> / Equivalent	2020	79 %	RAMADEVI PUBLIC SCHOOL


EAMCET/ JEE or any other examination Position details or merit awards (if any):

1. EAMCET 2020 - Rank - 21126
2. ....
3. ....

Hobbies : Playing Cricket, Videogames, Cooking, Reading Books

Career Plans : Virologist

Strengths and Weakness:



Signature of the student

Date: 25/11/21

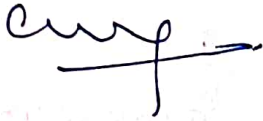


Signature of the Parent

Date: 25/11/21

Name and Signature of the Mentor:

Dr C. Obula Reddy



**XI. DETAILS OF STUDENT'S INVOLVEMENT IN THE STUDENT INDUCTION PROGRAMME(SIP) CONDUCTED BY THE INSTITUTE**

**(To be filled by the student)**

1 . Attendance in the Induction Programme (No. of sessions attended/Conducted):-----

2. Which session of the SIP was impressive and why ?

-----

3 . Which session was not at all useful and why ?

-----

4 . Whether the academic rules , examination rules, Code of Conduct were explained with clarity by the resource person and / or the mentor ? Do you have any doubts ?

-----

5 . Whether the clubs related to Co-curricular& Extra-curricular activities were introduced ? Did you or do you wish to join any of them ?

-----

6 . Was the course on Human Values taught ? Do you have anything to say on that ?

-----

7 . Did you understand the need for keeping the campus clean and green and yourself Fit ?

-----

8 . Was the campus tour organised for you? Are you aware of your campus now?

-----


9 . Was the importance of Fine Arts in support of a Professional career driven ?

-----

10 . Any other information you expected to be given to you in the SIP , but was not provided?

-----

Signature of the Student

  
Signature of the Mentor

Head

Director – SA&P

Principal

## XII. 1<sup>st</sup> ORIENTATION BY THE CONCERNED MENTOR

( At the beginning of the Semester; 1<sup>st</sup> or 3<sup>rd</sup> as the case may be)

1 . Was the vision , mission and Quality policy of the institute explained by the mentor ?

Ans: *Yes*

2 . Was the awareness created in you about the vision & mission of the department and the need for falling in line with that of the institute?

Ans: *Yes*

3 . Were the Graduate attributes, COs , POs, PEOs, PSOs and their role in Outcome Based Education explained?

Ans: *Yes*

4 . Was the existence of various types of courses (HSSC,BSC,BESC,PCC,PEC ,OEC, Mandatory Courses) in the programme and their need explained?(Refer Rule II of Academic Rules)

Ans: *Yes*

5 . Was the importance of Project Works/Seminars/Internships/Industrial Visits explained ?(Refer Rule V of academic Rules)

Ans: *Yes*

6 . Was the scope and opportunity for taking Swayam/ MOOCs course and the concept of award of Major/Minor degree explained ?(Refer Rule XII of Academic Rules)

Ans: *Yes*

7 . Was the concept of Credit system , GPA, SGPA and CGPA explained ?( Refer Rule VI of Academic Rules)

Ans: *Yes*

8 . Were the details about duration and academic credentials of Industrial visits / Internships explained ? ( Refer Rule XIII of Academic Rules )

Ans: *Yes*

9 . Was the requirement of Activity points explained ?( Refer to Rule XIV of Academic Rules)

Ans: *Yes*

10 . Was the eligibility criteria for award of Degree( Major/ Additional Major/ Honor ) explained ? ( Refer to Rule XVIII of Academic Rules )



Ans: Yes

11 . Were the additional rules for lateral entry students explained ?(Applicable only for lateral entry students. Refer Rule XXII of Academic Rules)

Ans: Yes

12. Was the Academic Rule book given to you and explained by the concerned authority?

Ans: Yes

13 . Was the Code of Conduct introduced to you and was made available ?

---

Ans: Yes


14. Was the existence of an R&E Hub , EDC and I&I center informed and their importance explained?

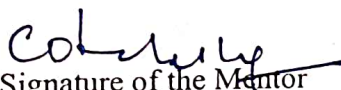
Ans: Yes

15. Whether the importance of participating in Social service , Community service, Extension activities ,Outreach activities & NSS activities explained and the available facilities in the campus introduced ?

Ans: Yes

  
Signature of the Student

  
Signature of the parent

  
Signature of the Mentor

Signature of HoD

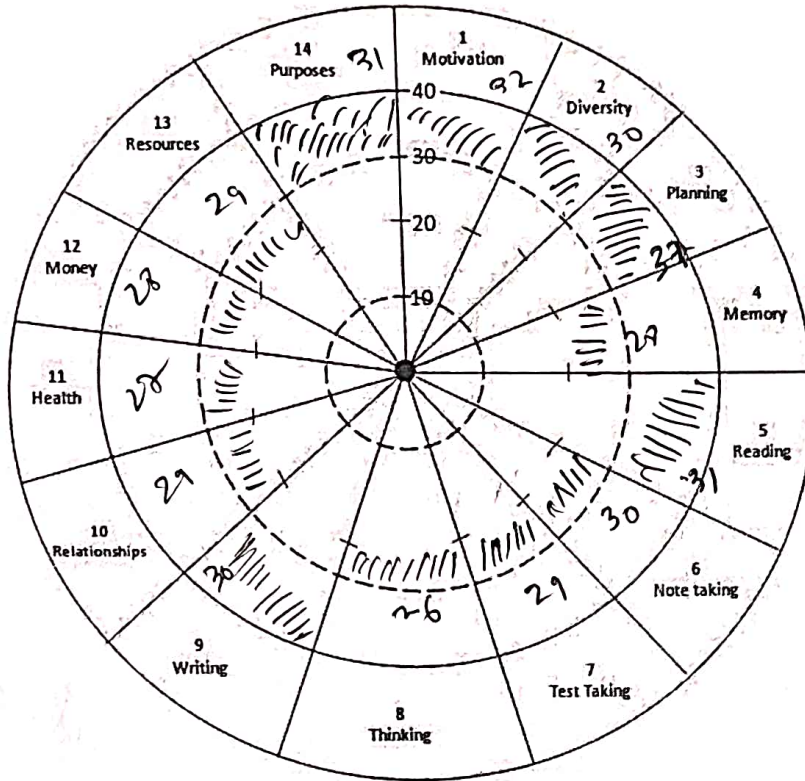
Director – SA&P

Principal

### XIII. STUDENT'S PROGRESS RECORD

1. BE / B.Tech./M.E/M.Tech/M.C.A/M.B.A (BioTech) I-SEMESTER

#### A. DISCOVERY WHEEL for I Semester



(B). DESCRIBE YOUR GOALS FOR THIS SEMESTER AND THE PATHWAYS PLANNED TO REACH THEM:

(C). Monthly Attendance Details (T. total classes F. Present)

S.no	Course	1 <sup>st</sup> Month		2 <sup>nd</sup> Month		3 <sup>rd</sup> Month		4 <sup>th</sup> Month		Remarks
		T	F	T	F	T	F	T	F	
1	CAD & D									
2	CE									
3	English lab									
4	English									
5	Maths-I									
6	Physics									
7	PPS									
8	Physics lab									
9	PPS lab									
10										
Total										
Percentage										

(D). Details of Marks Obtained in Assignments/Quizzes/Mid-exams and SEE

S.no	Course	Assignment / Quiz Max. Marks			Mid-1 (20)	Mid-2 (20)	Viva- Final	External	Credits
		A1	A2	A3					
1	CAD & D						43	43	2.00
2	CE						N/A	42	1.5
3	Eng Lab	10	8	10	20	18	41	39	1.0
4	English				20	17	36	51	2.0
5	Maths-I	10	10	10	19	10	31	46	4.00
6	Physics	9	8	10	16	15	40	39	3.00
7	PPS	7	8	9	15	7	33	28	3.00
8	Physics lab						31	29	2.00
9	PPS lab						35	39	2.00
								SCPA	8.05

Position in the class

60th 8.05

Signature of the Mentor

*Colony*

Signature of the Head

**(E).Details of Participation in Co-curricular and Extra-Curricular activities:**

**(i). Details of participation in Co-curricular activities**

Nil

**(ii). Details of participation in Extra-Curricular activities**

Participated in 2021 Shouti Event

**(iii). Awards/ Honours/ Appreciations**

Nil

**(F). Details of Conduct and Character**

**(i). Involvement in any activity that reflects the good conduct of the student:**


**(ii). Awards/ Appreciations won (if any ):**

**(iii).Involvement in any activity violating the code of conduct:**

**(iv). Punishments given / Penalty imposed(if any):**

**(G). Any other information / Observations**

  
Signature of the student

  
signature of Parent

Mentor's initial Remarks : ( Please specify whether the student needs counselling in any direction )

Signature of the Mentor

Signature of the Head

Signature of Director(SA&P)

Principal

## COUNSELING NOTES

S.no	Date	Remarks	Signature

Signature of the Mentor

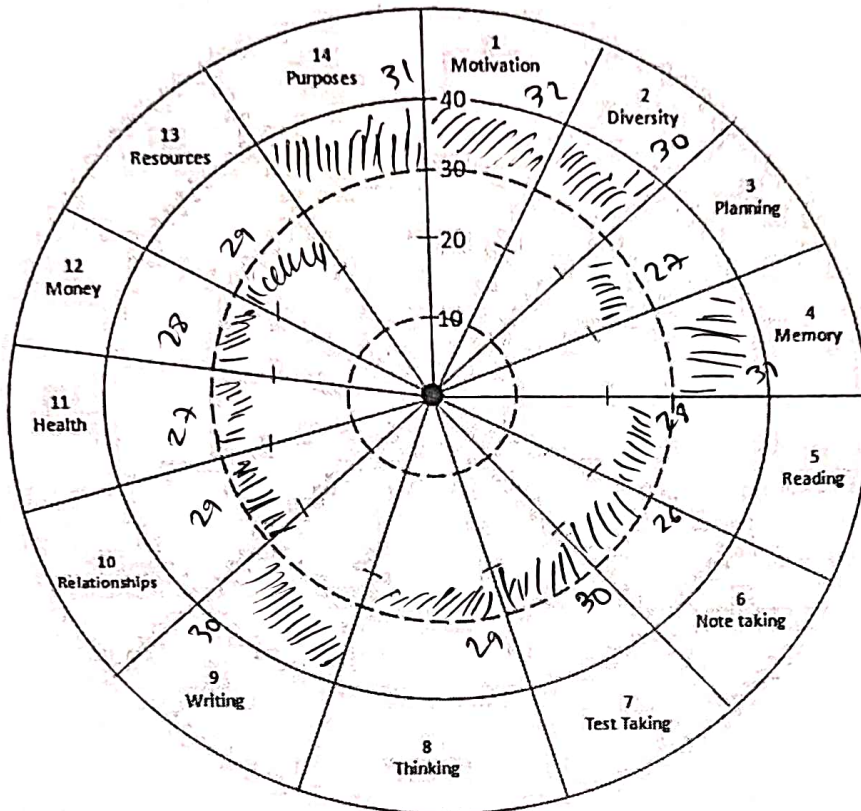
Director – SA&P

Signature of the Head

PRINCIPAL

2. BE / B.Tech./M.E./M.Tech./M.C.A/M.B.A/( BioTech) II-SEMESTER

(A). DISCOVERY WHEEL for II Semester



(B). DESCRIBE YOUR GOALS FOR THIS SEMESTER AND THE PATHWAYS PLANNED TO REACH THEM:

## (C) Monthly Attendance Details: (T: total classes P: Present)

S.No	Course	1 <sup>st</sup> Month		2 <sup>nd</sup> Month		3 <sup>rd</sup> Month		4 <sup>th</sup> Month		Remarks
		T	P	T	P	T	P	T	P	
1	Maths-2									
2	Chemistry									
3	BEE									
4	PPRE									
5	Chem lab									
6	BEE lab									
7	WMP									
8	EE									
9										
10										
Total										
Percentage										

## (D).Details of Marks Obtained in Assignments/Quizzes/Mid-exams and SEE

S.No	Course	Assignment / Quiz (10%)			Mid-1 (20)	Mid-2 (20)	Mid-Final (25/30)	External	Credits
		A1	A2	A3					
1	BEE	10	10	9	20	19	38	36	3.00
2	BEE lab						48	47	1.00
3	WMP						50	48	2.50
4	Chemistry	10	10	8	18	18	36	44	3.00
5	Chem lab						47	47	2.00
6	EE						48	N/A	1.50
7	Maths-2	10	8	10	20	19	39	30	4.00
8	PPRE	7	5	9	17	16	34	36	3.00
								SGPA:	8.65

Position in the class:

CGPA: 8.34

Signature of the Mentor

Signature of the Head

**(E).Details of Participation in Co-curricular and Extra-Curricular activities:**

(i). Details of participation in Co-curricular activities

Participated in Webinar on 2D Nanomaterials for Advanced Electronic Applications on 10<sup>th</sup> April, 2021

(ii). Details of participation in Extra-Curricular activities

Participated in International Yoga Day (celebrations 2021)

(iii). Awards/ Honours/ Appreciations

**(F). Details of Conduct and Character**

(i). Involvement in any activity that reflects the good conduct of the student:

(ii). Awards/ Appreciations won (if any):

(iii).Involvement in any activity violating the code of conduct:

(iv). Punishments given / Penalty imposed(if any):

**(G). Any other information / Observations**

Signature of the student

Signature of Parent

Mentor's initial Remarks : ( Please specify whether the student needs counselling in any direction )

Signature of the Mentor

Signature of the Head

Signature of Director(SA&P)

Principal



**COUNSELING NOTES**

<b>S.no</b>	<b>Date</b>	<b>Remarks</b>	<b>Signature</b>

**Signature of the Mentor**

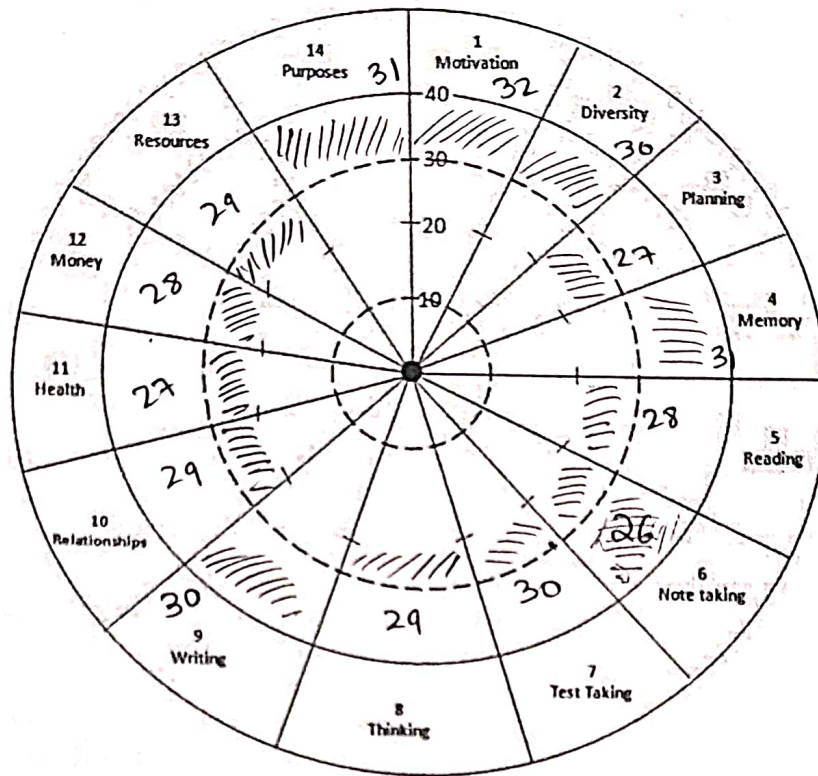
**Director – SA&P**

**Signature of the Head**

**PRINCIPAL**

3. BE / B.Tech./M.E/M.Tech./M.C.A/M.B.A (Biotech) III-SEMESTER

(A). DISCOVERY WHEEL for III Semester



(B). DESCRIBE YOUR GOALS FOR THIS SEMESTER AND THE PATHWAYS PLANNED TO REACH THEM:

(C). Monthly Attendance Details: (T: total classes P: Present)

S.no	Course	1 <sup>st</sup> Month		2 <sup>nd</sup> Month		3 <sup>rd</sup> Month		4 <sup>th</sup> Month		Remarks
		T	P	T	P	T	P	T	P	
1	BioChemistry	12	11	15	11					
2	OOPS	12	11	9	7					
3	Microbiology	10	10	12	12					
4	Thermodynamics	13	12	10	09					
5	Cell & Molecular B	14	13	15	10					
6	Genetics	10	8	13	12					
7	ICFP	8	7	8	8					
8	OOPS LAB	6	4	6	6					
9	BC LAB	8	6	6	6					
10	MB LAB	6	4	6	6					
Total		87	86	98	82	126	101	60	54	351
Percentage		96.35%		80.01%		80.16		90.00		81.25

(D) Details of Marks Obtained in Assignments/Quizzes/Mid-exams & SEE

S.no	Course	Assignment / Quiz (10/5)			Mid-1 (20)	Mid-2 (20)	Mid-Final (25/30)	External	Credits
		A1	A2	A3					
1	Biochemistry	9	5	5	10	16	33		3
2	OOPS	9	4	5	16	18	37		3
3	Microbiology	9	4.5	5	19	16	38		3
4	Thermodynamics	8	4.5	4	9	13	29		3
5	CMB	5	3	5	15	18	32		3
6	Genetics	3	5	5	17	19	39		3
7	ICFP								
8	OOPS LAB				18	17	48		N/A
9	BC LAB				18	18	48		1
10	MB LAB				18	15	46		1
								SGPA:	8.96

Position in the class:

CGPA: 8.56

Signature of the Mentor

*Coburn*

Signature of the Head

*[Signature]*

→ NPTEL Internship course  
Ecology and Environment  
(8 weeks) → 20 points

→ Participated in launching of club  
of "Kaibhya Samiksha"  
on Dec-9, 2021 → 20 points  
↑

(E). Details of Participation in Co-curricular and Extra-Curricular activities:  
→ NPTEL Honors course - "Wildlife Ecology" (12 weeks)

(i). Details of participation in Co-curricular activities  
Participated in ICBIT International Conference  
as volunteer from Nov-8<sup>th</sup> to 12<sup>th</sup>. → 3 points

(ii). Details of participation in Extra-Curricular activities  
Participated in 7 day Workshop of C programming  
organised by Edspread Bootcamp. → 3 points

(iii). Awards/ Honours/ Appreciation  
Participated in International Yoga Conference

(F). Details of Conduct and Character


(i). Involvement in any activity that reflects the good conduct of the student.

(ii). Awards/ Appreciations won (if any):

(iii). Involvement in any activity violating the code of conduct:

(iv). Punishments given / Penalty imposed (if any):

(G). Any other information / Observations

  
Signature of the student

  
Signature of Parent

Mentor's initial Remarks : ( Please specify whether the student needs counselling in any direction )

  
Signature of the Mentor 23/11/21

  
Signature of the Head

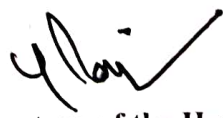
Signature of Director(SA&P)

Principal

## COUNSELING NOTES

S.no	Date	Remarks	Signature
1	30/3 -22	checked the Marks and attendance of 11 semester.	ey
2	9/4/22	No issues	ey
3	15/4/22	No issues	ey
4	22	No issues	ey
5	4/4/22	No issues advised him to participate in co-curricular activities	ey
6	25/4/22	No issues	ey
7	27/4/22	No issues	ey

  
 Signature of the Mentor 30/3/22

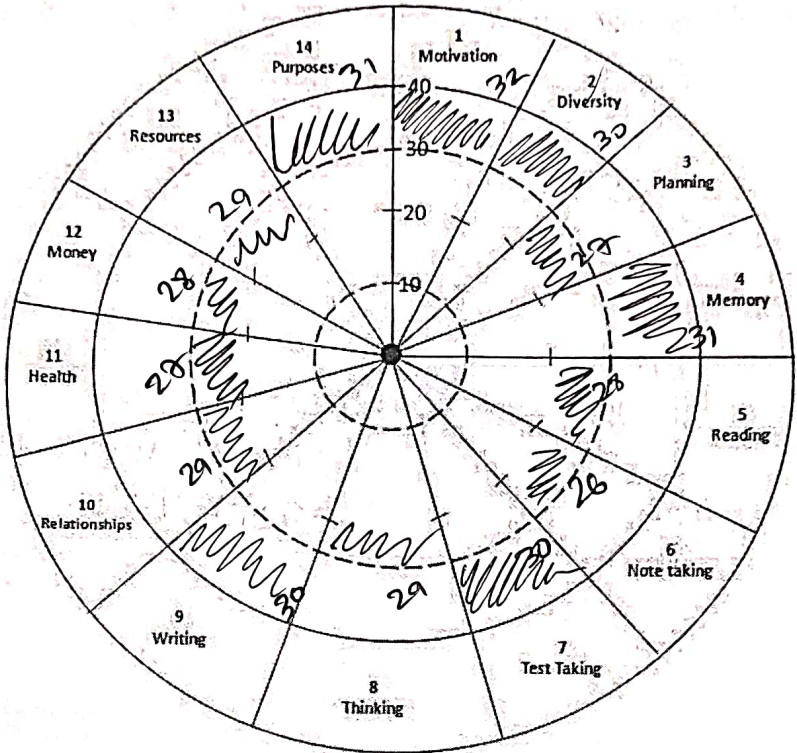
  
 Signature of the Head

Director- SA&P

PRINCIPAL

4. BE / B.Tech./M.E/M.Tech./M.C.A/M.B.A (Bio-Tech) IV-SEMESTER

(A). DISCOVERY WHEEL for IV Semester



(B). DESCRIBE YOUR GOALS FOR THIS SEMESTER AND THE PATHWAYS PLANNED TO REACH THEM:

(C). Monthly Attendance Details: (T: total classes P: Present)

S.no	Course	1 <sup>st</sup> Month		2 <sup>nd</sup> Month		3 <sup>rd</sup> Month		4 <sup>th</sup> Month		Remarks
		T	P	T	P	T	P	T	P	
1	Engg Maths (EMB)	11	8	11	7	14	12	7	7	
2	BPE	15	12	12	9	12	14	3	3	
3	I & IM	13	11	14	11	10	9	4	4	
4	IMB	11	9	11	7	16	14	5	5	
5	IBR	5	3	15	13	14	11	7	7	
6	UHV-II	10	9	10	8	18	16	7	7	
7	ES	10	8	6	3	9	8	1	1	
8	BPE LAB	9	9	18	18	12	12	-	-	
9	IM LAB	15	12	15	12	12	12	3	3	
10	INS LAB	9	9	15	15	9	9	-	-	
Total		109	91	127	103	126	117	37	37	
Percentage		83.49		81.00		86.10		100%		86.13%

(D) Details of Marks Obtained in Assignments/Quizzes/Mid-exams and SEE

S.no	Course	Assignment / Quiz (10/5)			Mid-1 (20)	Mid-2 (20)	Mid-Final (25/30)	External	Credits
		A1	A2	A3					
1	EMB	8	4	3	12	14	28	C	4
2	BPE	8	9	7	15	14	33	A	3
3	I&IM	4	8	4	15	18	35	A	3
4	IMB	4	4	4	19	17	35	S	3
5	IBR	5	10	5	20	17	34	S	3
6	UHV-II	4	4	4	19	16	35	A	3
7	ES							C	N/A
8	BPE LAB				19	20	47	S	1
9	IM LAB				19	19	48	S	1
10	INS LAB				18	19	48	S	1
								SGPA:	8.77

Position in the class:

CGPA: 8.62

  
Signature of the Mentor

  
Signature of the Head

**(E).Details of Participation in Co-curricular and Extra-Curricular activities:**

(i). Details of participation in Co-curricular activities

• Participated in Paper Presentation of SUDHEE - 2022  
Neozion Event

(ii). Details of participation in Extra-Curricular activities

(iii). Awards/ Honours/ Appreciations

**(F). Details of Conduct and Character**

(i). Involvement in any activity that reflects the good conduct of the student:

NIL

(ii). Awards/ Appreciations won (if any):

NIL

(iii).Involvement in any activity violating the code of conduct:

NIL

(iv). Punishments given / Penalty imposed(if any):

NIL

**(G). Any other information / Observations**


NIL

  
Signature of the student

  
signature of Parent

Mentor's initial Remarks : ( Please specify whether the student needs counselling in any direction )

  
Signature of the Mentor

  
Signature of the Head

Signature of Director(SA&P)

Principal



## COUNSELING NOTES

S.no	Date	Remarks	Signature
1	27/4/22	Advised him to do the projects outside the campus	<u>ey</u> 27/4/22
2	1/6/22	Advise him to improve the CGPA	<u>ey</u> 1/6/22

*Cobin Auly* 27/4/22  
Signature of the Mentor

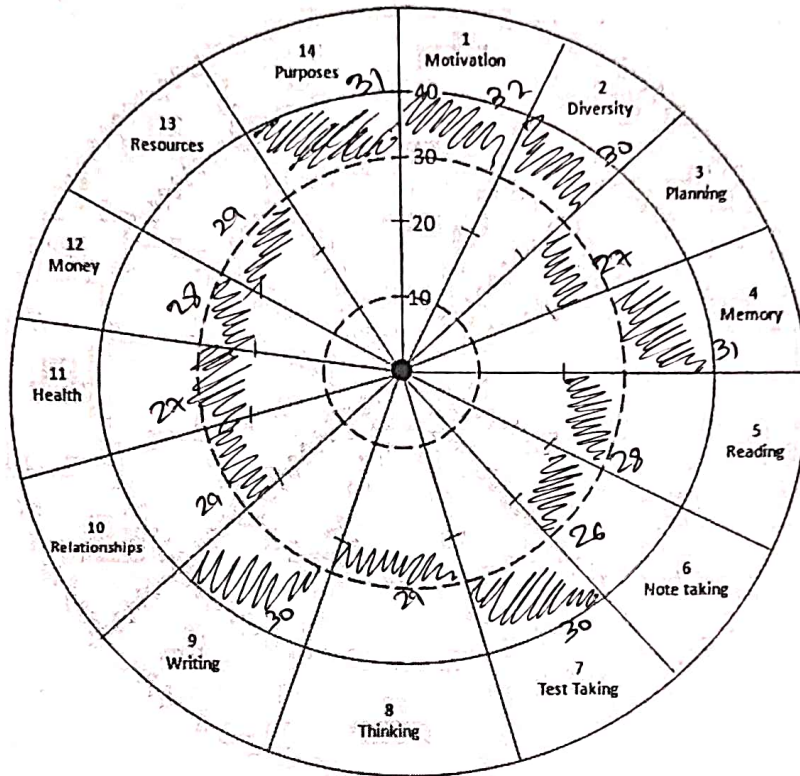
Director- SA&P

*Y. A.*  
Signature of the Head

PRINCIPAL

5. BE / B.Tech. ( Biotech ) V-SEMESTER

(A). DISCOVERY WHEEL for V Semester



(B). DESCRIBE YOUR GOALS FOR THIS SEMESTER AND THE PATH WAYS PLANNED TO REACH THEM:

(C). Monthly Attendance Details: (T: total classes P: Present)

S.no	Course	1 <sup>st</sup> Month		2 <sup>nd</sup> Month		3 <sup>rd</sup> Month		4 <sup>th</sup> Month		Remarks
		T	P	T	P	T	P	T	P	
1	FMHT	10	9	10	9	7	4	14	12	
2	GE and rDNAT	10	7	10	8	17	12	7	8	
3	PBT	12	9	13	10	10	7	9	8	
4	BS	10	7	11	9	12	7	12	11	
5	IAPH	13	9	12	10	11	8	7	7	
6	S & HM	10	8	12	8	12	8	7	7	
7	ITK	4	1	5	3	4	4	4	4	
8	FMHT LAB	12	9	12	12	12	12	6	6	
9	GE LAB	12	9	12	12	12	12	6	6	
10	PBT LAB	12	9	12	12	12	9	6	6	
Total		105	77	109	83	109	93	79	75	
Percentage		75.40		80.70		80.18		94.13%		

Signature of the student:

Signature of the parent:

(D). Details of Marks Obtained in Assignments/Quizzes/Mid-exams and SEE

S.no	Course	Assignment / Quiz (10/5)			Mid-1 (20)	Mid-2 (20)	Mid-Final (25/30)	External	Credits
		A1	A2	A3					
1	FMHT	5	5	10	13	20	35	3	
2	GE & rDNAT	8	4	7	15	10	27	3	
3	PBT	10	5	5	15	15	33	3	
4	BS	10	5	5	13	11	29	3	
5	IAPH	10	4	8	14	15	27	3	
6	S & HM	9	5	4	20	18	34	3	
7	ITK				1			N/A	
8	FMHT LAB						48	1	
9	GE LAB						43	1	
10	PBT LAB						46	1	
11	MOOCs/Internship						43	SGPA: 8.57	

Position in the class:

Signature of the Mentor

CGPA 8.62

Signature of the Head

87  
62  
**(E).Details of Participation in Co-curricular and Extra-Curricular activities:**

• 7 day Edsread Workshop on C programming course

**(i). Details of participation in Co-curricular activities**

• Industry Visit to Institute of Genetics and Hospital for Genetic Diseases, Ameerpet, Hyderabad on 13-09-2022. (1 Day)

**(ii). Details of participation in Extra-Curricular activities**

• Industry Visit to CCMB (Centre for Cellular and Molecular Biology), Habsiguda, Hyderabad on 26-09-2022. (1 day)

**(iii). Awards/ Honours/ Appreciations**

**(F). Details of Conduct and Character**

**(i). Involvement in any activity that reflects the good conduct of the student:**

**(ii). Awards/ Appreciations won (if any):**

**(iii). Involvement in any activity violating the code of conduct:**


**(iv). Punishments given / Penalty imposed(if any):**

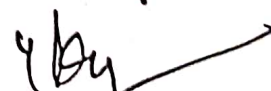
**(G). Any other information / Observations**

  
Signature of the student

signature of Parent

Mentor's initial Remarks : ( Please specify whether the student needs counselling in any direction )

  
Signature of the Mentor

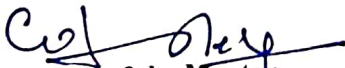
  
Signature of the Head

Signature of Director(SA&P)

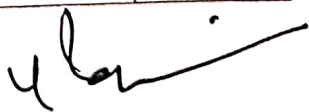
Principal

## COUNSELING NOTES

S.no	Date	Remarks	Signature
1	8-9-22	Advised him to participate in co-curricular activities	ep
2	15-9-22	Advised to submit industrial visit report to get the activity points	ep
3	22-9-22	Submitted Report, consulted Reg GATE, CSIR	ep
4	27/10/22	Advised him to maintain the CGPA	ep
5	7/11/22	Advised him to participate in the Research day	ep
6	10/11/22	No issues	ep
7	25/11/22	Advised him to improve the CIE score	ep
8	1/12/22	No issues	ep

  
 Signature of the Mentor

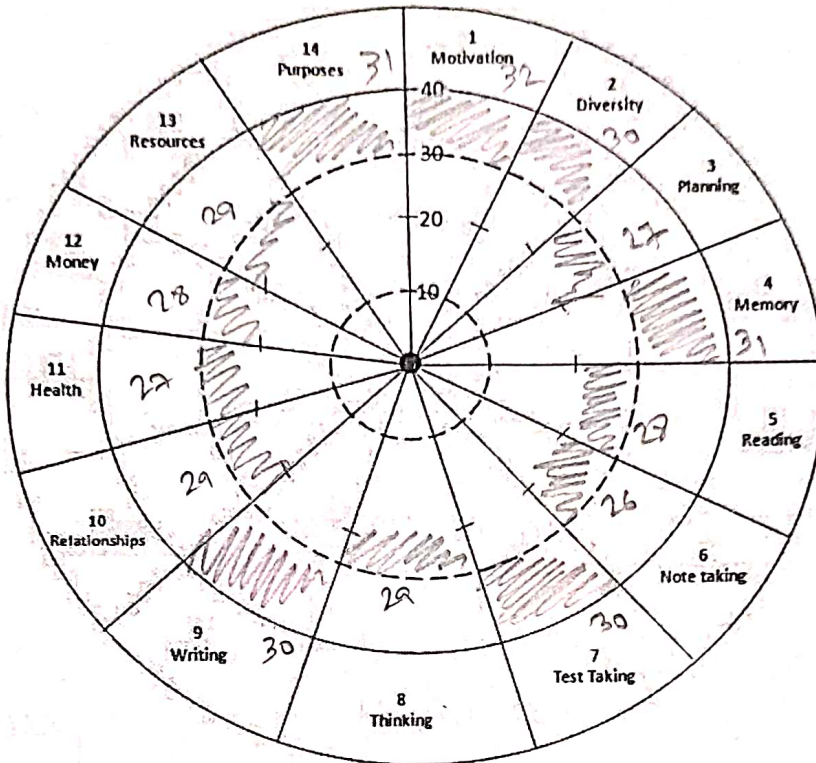
Director - SA&P

  
 Signature of the Head

PRINCIPAL

## 6. BE / B.Tech. (Biotech ) VI-SEMESTER

### (A). DISCOVERY WHEEL for VI Semester



### (B). DESCRIBE YOUR GOALS FOR THIS SEMESTER AND THE PATH WAYS PLANNED TO REACH THEM:

- Improve CGPA
- Gain Practical Knowledge
- Preparation of GRE, GATE, TOEFL, Exams
- Learn German Language

(C). Monthly Attendance Details: (T: total classes 311 P: Present) 251

S.no	Course	1 <sup>st</sup> Month		2 <sup>nd</sup> Month		3 <sup>rd</sup> Month		4 <sup>th</sup> Month		Remarks
		T	P	T	P	T	P	T	P	
1	BioSeparation Engg.	12	3	12	10	15	15	3	3	
2	Bioinformatics	12	5	13	13	15	15	3	3	
3	Engg. Economics Account.	9	4	10	8	15	13	3	3	
4	Animal Biotechnology	11	4	11	11	13	12	3	3	
5	Mass Transfer Operatio	11	6	11	10	12	12	3	3	
6	Pharmaceutical Tech.	12	4	12	11	14	14	3	3	
7	BSE LAB	8	6	10	10	8	6	2	2	
8	BI LAB	3	1	5	5	5	5	2	2	
9	ABT LAB	6	2	8	8	4	4	2	2	
10	ES LAB	8	8	8	8	8	8	2	2	
Total		84	35	92	86	101	104	26	26	311/251
Percentage		42%		93.5%		95.4%		100%		82%

Signature of the student:

Signature of the parent:

(D). Details of Marks Obtained in Assignments/Quizzes/Mid-exams and SEE

S.no	Course	Assignment / Quiz (10/5)			Mid-1 (20)	Mid-2 (20)	Mid-Final (25/30)	External	Credits
		A1	A2	A3					
1	BSE	4/5	9/10	3	15	17	29		3
2	BI	4	10	4	12	18	29		3
3	EEA	4/5	10	3	18	18	36		3
4	ABT	5	8	4	11	20	31		3
5	MTO	3	9	5	16	16	32		3
6	PBT	3	9	4	18	13	30		3
7	BSE LAB	4	9	5	19	19	46		1
8	BI LAB	4	10	5	18	19	46		1
9	ABT LAB	5	9	5	17	16	44		1
10	ES LAB	5	10	5			49		2
11	Mini Project						43	SGPA:	8.4

Position in the class:

Signature of the Mentor

CGPA: 8.60

Signature of the Head

- Activity Points upto 4<sup>th</sup> sem - 62
- Activity Points in 5<sup>th</sup> & 6<sup>th</sup> sem - 25
- Total Activity Points upto 6<sup>th</sup> sem - 87

**(E). Details of Participation in Co-curricular and Extra-Curricular activities:**

**(i). Details of participation in Co-curricular activities**

- Went to NIAB industrial visit on March 6, 2023.

**(ii). Details of participation in Extra-Curricular activities**

- Attended IMFS Global EdoFest

**(iii). Awards/ Honours/ Appreciations**

**(F). Details of Conduct and Character**

**(i). Involvement in any activity that reflects the good conduct of the student:**

**(ii). Awards/ Appreciations won (if any):**

**(iii). Involvement in any activity violating the code of conduct:**

**(iv). Punishments given / Penalty imposed (if any):**

**(G). Any other information / Observations**

Signature of the student

signature of Parent

Mentor's initial Remarks : ( Please specify whether the student needs counselling in any direction )

Signature of the Mentor

Signature of the Head

Signature of Director(SA&P)

Principal



### COUNSELING NOTES

S.no	Date	Remarks	Signature
1	8/2/23	Advised him to complete the discovery wheel	ep 8/2/23
2	15/2/23	Advised him to participate in co curricular activities	ep 15/2/23
3	29/3/23	Improve the attendance	ep 29/3/23
4	19/4/23	Improve the attendance	ep 19/4/23
5	3/5/23	No issues collected Activity points data	ep 3/5/23
6			

  
 Signature of the Mentor

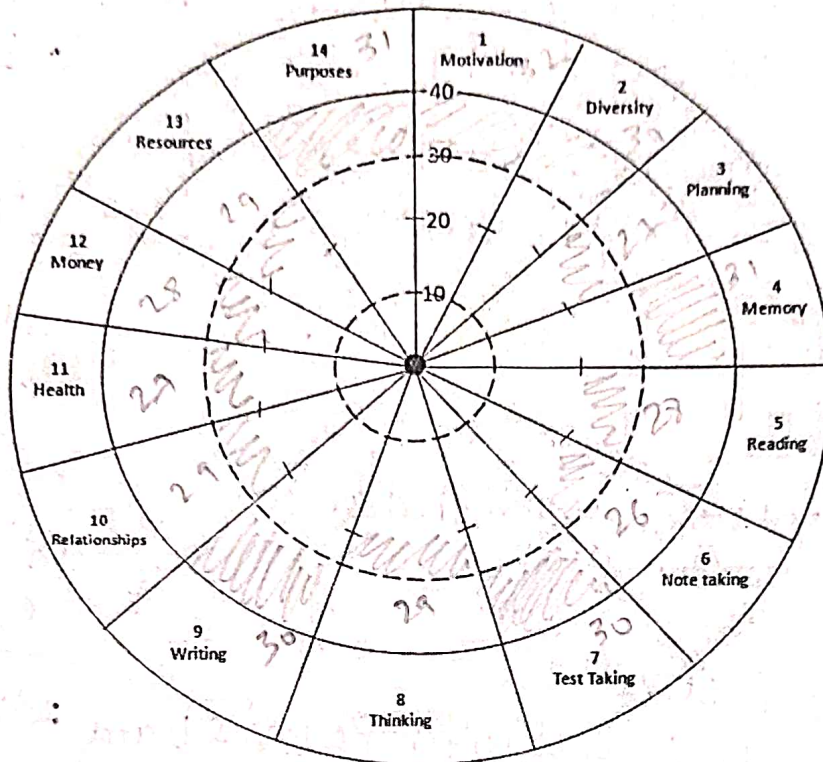
Director - SA&P

  
 Signature of the Head

PRINCIPAL

## 7. BE / B.Tech. ( Biotech ) VII-SEMESTER

### (A). DISCOVERY WHEEL for VII Semester



### (B). DESCRIBE YOUR GOALS FOR THIS SEMESTER AND THE PATH WAYS PLANNED TO REACH THEM:

- Improve CGPA
- Prepare & Crack GATE, IELTS, GRE

(C). Monthly Attendance Details: (T: total classes P: Present)

S.n o	Course	1 <sup>st</sup> Month		2 <sup>nd</sup> Month		3 <sup>rd</sup> Month		4 <sup>th</sup> Month		Remarks
		T	P	T	P	T	P	T	P	
1	TISSUE ENGINEERING	12	10	12	10	12	12	4	4	
2	STRUCTURAL BIOLOGY	12	10	10	10	12	12	4	4	
3	FOOD BIOTECHNOLOGY	12	10	12	10	12	12	4	4	
4	TECHNICAL WRITING	12	9	12	10	13	13	2	2	
5	PROJECT PART I	16	14	14	12	12	12	4	4	
6	GENDER SENSITIZATION	8	5	5	2	5	5	2	2	
7	MENTORING	5	4	4	3	3	3	2	2	
8	INTERNSHIP									
9										
Total		76	59	69	56	69	69	22	22	206/236
Percentage		88%		82%		100%		100%		86%

Signature of the student:

Signature of the parent:

(D).Details of Marks Obtained in Assignments/Quizzes/Mid-exams and SEE

S.n o	Course	Assignment / Quiz (10/5)			Mid-1 (20)	Mid-2 (20)	Mid-Final (25/30)	Externa l	Credits
		A1	A2	A3					
1	TISSUE ENGINEERING	3/5	8/10	5/5	15	16	33/40	B	3
2	STRUCTURAL BIOLOGY	4/5	10/10	5/5	16	17	36/40	A	3
3	FOOD BIOTECHNOLOGY	5/5	10/10	5/5	15	20	35/40	A	3
4	TECHNICAL WRITING	5/5	9/10	5/5	20	18	39/40	B	3
5	PROJECT PART I							S	2
6	GENDER SENSITIZATION							S	N/A
7									
8									
9									
SGPA:								8.94	

Position in the class:

CGPA: 8.60

Placements or any other exams:

Signature of the Mentor  
Cp 17/8/23

Signature of the Head  
K Pandas  
17.08.2023

**(E).Details of Participation in Co-curricular and Extra-Curricular activities:**

**(i). Details of participation in Co-curricular activities**

- Attended Industry Visit to CCMB on 4/8/23 - 10 Activity Points

**(ii). Details of participation in Extra-Curricular activities**

- Participated in ISRO Chandrayan-3 MahaQuiz. - 10 Activity Points
- Khadi Mahastor E-Pledge - 5 Activity Points

**(iii). Awards/ Honours/ Appreciations**

- Completed Honours Degree (Achieved 20 credits)
- NPTEL Discipline Star 2023
- NPTEL Motivated Learner 2023

**(F). Details of Conduct and Character**

**(i). Involvement in any activity that reflects the good conduct of the student:**

**(ii). Awards/ Appreciations won (if any):**

**(iii).Involvement in any activity violating the code of conduct:**


**(iv). Punishments given / Penalty imposed(if any):**


**(G). Any other information / Observations**

  
Signature of the student

signature of Parent

Mentor's initial Remarks : ( Please specify whether the student needs counselling in any direction )

  
Signature of the Mentor

  
Signature of the Head

Signature of Director(SA&P)

Principal

## COUNSELING NOTES

S.no	Date	Remarks	Signature
1	1		
4	17/8/23	counselled to attend classes regularly.	<u>ep</u> 17/8/23
5	24/8/23	improved attendance (No issues)	<u>ep</u> 24/8/23
6	11/9/23	No issues	<u>ep</u> 11/9/23
7	25/9/23	No issues	<u>ep</u> 25/9/23
8	9/10/23	checked data of Activity points Data	<u>ep</u> 9/10/23
9	16/10/23	No issues (advised him to participate in Research day)	<u>ep</u> 16/10/23
10	30/10/23	counselled to maintain consistency in academics	<u>ep</u> 30/10/23
11	6/11/23	Advised him to participate in Research day	<u>ep</u> 6/11/23

ep 25/9/23  
Signature of the Mentor

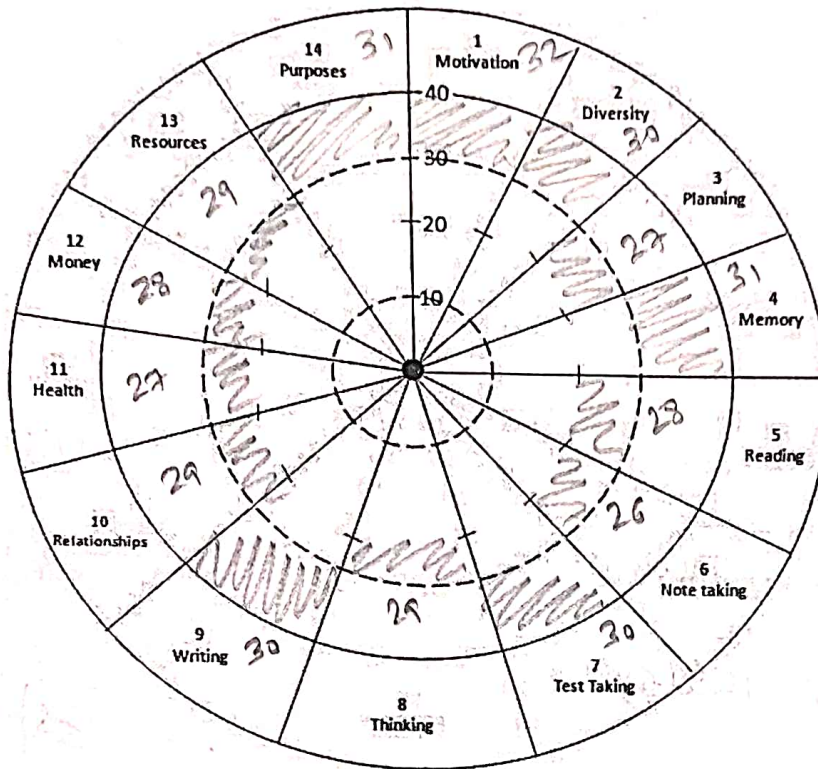
ep  
Signature of the Head

Director- SA&P

PRINCIPAL

## 8. BE / B.Tech. (BIO<sup>TECH</sup>) VIII-SEMESTER

### (A). DISCOVERY WHEEL for VIII Semester



### (B). DESCRIBE YOUR GOALS FOR THIS SEMESTER AND THE PATH WAYS PLANNED TO REACH THEM:

- Improve CGPA
- Crack GATE & GRE
- Prepare for IELTS & GOETHE German Examination
- Pursue Masters in Biomedical Engineering / Food Engineering

(C). Monthly Attendance Details: (T: total classes P: Present)

S.no	Course	1 <sup>st</sup> Month		2 <sup>nd</sup> Month		3 <sup>rd</sup> Month		4 <sup>th</sup> Month		Remarks
		T	P	T	P	T	P	T	P	
1	Biomaterials	14	13	13	8	16	15			
2	Research Methodology	13	12	13	10	14	14			
3	Project Part-2	24	21	24	18	15	15			
4	Technical Seminar	8	7	10	6	14	14			
5	Mentoring	4	4	3	3	4	4			
6										
7										
8										
9										
Total		63	57	63	45	63	62			
Percentage		87%		80%		87%				

Signature of the student:

Signature of the parent:

(D).Details of Marks Obtained in Assignments/Quizzes/Mid-exams and SEE

S.no	Course	Assignment / Quiz / Quiz (10/5)			Mid-1 (20)	Mid-2 (20)	Mid-Final (25/30)	External	Credits
		A1	A2	A3					
1	Biomaterials	4			17				
2	Research Methodology	4			18				
3	Project Part-2								
4	Technical Seminar								
5									
6									
7									
8									
9									
								SGPA:	
								CGPA:	

Position in the class:

CGPA:

Placements or any other exams:

Signature of the Mentor

Signature of the Head

- Written GATE 2024 Exam (BT & XL)

**(E).Details of Participation in Co-curricular and Extra-Curricular activities:**

**(i). Details of participation in Co-curricular activities**

- Participated in 1 Week FDP Biotechnology Program 27<sup>th</sup> Jan to 2<sup>nd</sup> Feb 2024

**(ii). Details of participation in Extra-Curricular activities**

NIL

**(iii). Awards/ Honours/ Appreciations**

NIL

**(F). Details of Conduct and Character**


**(i). Involvement in any activity that reflects the good conduct of the student:**

**(ii). Awards/ Appreciations won (if any):** NIL

**(iii).Involvement in any activity violating the code of conduct:**

**(iv). Punishments given / Penalty imposed(if any):**

**(G). Any other information / Observations**




Signature of the student

signature of Parent

Mentor's initial Remarks : ( Please specify whether the student needs counselling in any direction )



Signature of the Mentor



Signature of the Head

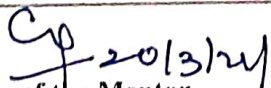
Signature of Director (SA&P)

Principal

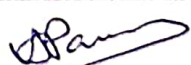


### COUNSELING NOTES

S.no	Date	Remarks	Signature
1.	10/11/24	Preparatory for GATE exam. No. completed 100 Activity points	Y. Laxmi 10/11/24.
	24/11	No issues	ep 24/11/24
	3/11	No issues	ep 3/11/24
	7/12	No issues	Y. Laxmi 7/12/24
	14/12/24	Advised him to submit the FDP & GATE admit card participation certificate	ep 14/12/24
	21/12/24	Advised to submit the Abstract for Neozion form	ep 21/12/24
	6/3/24	No issues	ep 6/3/24
	13/3/24	Maintain the attendance	ep 13/3/24
	20/3/24	Maintain the attendance	ep 20/3/24
	27/3/24	Participate in co-curricular activities	ep 27/3/24
	10/4/24	No issues	ep 10/4/24

  
 Signature of the Mentor

Director- SA&P

  
 Signature of the Head

PRINCIPAL

**XIV. Name and Signatures of the Counsellors:**

I-Semester: C. Obularathy  
 III-Semester: C. Obularathy  
 V-Semester: C. Obularathy  
 VII-Semester: C. Obularathy  
 II-Semester: C. Obularathy  
 IV-Semester: C. Obularathy  
 VI-Semester: C. Obularathy  
 VIII-Semester: C. Obularathy

**DETENTION DETAILS (if any):**

I-Semester	II-Semester	III-Semester	IV-Semester	V-Semester	VI-Semester	VII-Semester
NIL	NIL	NIL	NIL	NIL	NIL	NIL

**BACKLOG DETAILS (if any) NIL**

S.no	Semester	Courses	Details of the cleared courses in the subsequent semesters
1	I-Semester		
2	II-Semester		
3	III-Semester		
4	II-Semester		
5	V-Semester		
6	VI-Semester		
7	VII-Semester		
8	VIII-Semester		

S.no	Semester	Date	Remarks and Signature of the Head
1	I-Semester		First Year (HOD)
2	II-Semester		First Year (HOD)
3	III-Semester	30/3/22	U. Kar
4	IV-Semester	26/4/22	U. Kar
5	V-Semester	25/11/22	U. Kar
6	VI-Semester	3/5/23	J. Pandey
7	VII-Semester	6/11/23	J. Pandey
8	VIII-Semester	10/4/24	J. Pandey

Director-SA&P  
 PRINCIPAL