



GEETHANJALI INSTITUTE OF SCIENCE AND
TECHNOLOGY::NELLORE
Internal Quality Assurance Cell (IQAC)
Course File Audit



Course/Subject Name						
Faculty Name						
Department						
AY						
Class						
1 Institute V/M - Principal Signed Xerox copy						
2 Department V / M /PEO - HoD signed Xerox copy						
3 POs /PSOs						
4 Course Syllabus with Structure						
5 Course Outcomes (CO)						
6 Mapping CO with PO/PSO; Course with PO/PSO with Justification						
7 Academic Calendars (University, Department) - Xerox copy						
8 Class Time table - highlighting the course periods including tutorial						
9 Lesson plan with number of hours/periods, TA/TM, Text/Reference book						
10 Gap within the syllabus- mapping to CO,PO/PSO						
11 Gaps beyond the syllabus - Mapping to PO/PSO						

12	Gaps addressed by a resource person - document						
13	Gaps addressed by any other teaching aid/methodology						
14	Lecture notes						
15	List of Power point presentations / Videos including CD						
16	University Question papers						
17	Internal Question papers, Key with CO and BT						
18	Assignment Question papers mapped with CO and BT						
19	Scheme of evaluation with CO and BT mapping						
20	Tutorial topics with evidence						
21	Result Analysis to identify weak and advanced learners - 3 times in a semester						
22	Result Analysis at the end of the course						
23	Remedial class for weak students - schedule and evidences						
24	Advance Learners- Engagement documentation						
25	List of student certifications in relevant NPTEL courses						
26	Course Assessment (Plan & Execution)						
27	CO, PO/PSO attainment sheets						
28	CO Feedback form, analysis						

29	Student feedback analysis, corrective measured planned						
30	Observation for not attaining CO or for improvement						
31	Plan of action to improve CO attainment next time						
32	Attendance register (Theory/Tutorial/Remidial) - Teacher/Course delivery record; Continuous evaluation						
33	Course file (Digital form)						
34	Marks of various examination (Question wise)						

Observations:

Remarks:

CONVENER IQAC