

Best practice-1

KITS-BEES- ACADEMIC MANAGEMENT SYSTEM

Context:

Digital transformation leverages technology to improve service to stakeholders, ensuring efficient management of institutional activities. By managing data electronically, institutions can provide relevant information to stakeholders for effective decision-making. In educational settings, streamlined academic data management is crucial for institutional success. KITS College has developed a standardized, automated system across departments to enhance transparency, accuracy, and efficient administration of academic activities.

Objectives:-

1. To maintain regular academic activity efficiently.
2. To provide up to date information to stake holders
3. To monitor the student progress in every semester.
4. To reduce paper work and improve ease and efficiency in processing the data
5. To provide transparency of the data and the activities

The practice:-

KITS-BEES is an intranet-based automation system designed to manage and centralize the academic activities of the institution, accessible across campus. It minimizes redundant data storage by consolidating student information in one place, ensuring efficient, real-time access for authenticated users. Authorized personnel can enter and update data, supporting decision-making at all administrative levels. BEES was developed internally by staff, with ongoing collaboration from a third-party team to expand it into a comprehensive College Management System that covers all institutional functions and resources.

Activities automated:

- Essential personal information of students is maintained through this academic management system. It helps to maintain academic history of the students.
- Every day, Faculty members after taking class, enters student attendance in the portal. If the student is absent for any class on that day, message will be sent to parent about his absence by evening.
- Class in-charges use KITS-BEES to record monthly attendance, which is then communicated to parents. After mid and assignment exams, the corresponding marks are also sent to parents. Final grades and attendance are calculated based on assigned weightages for the two mid and assignment exams.
- HoDs and class in-charges access KITS-BEES to identify students who are struggling academically or have irregular attendance, providing counseling as needed and notifying parents when appropriate.
- The portal offers a teacher's diary, recording the number of classes conducted and the topics covered, which supports course delivery monitoring and facilitates discussions with teachers on instructional practices.
- Students can provide feedback on their teachers, and summary reports are generated by teacher, section, or semester for review.



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- Faculty profiles are maintained in the system, allowing faculty to update their achievements, publications, and workshop participation.
- A dashboard provides the Principal and HoDs with daily updates on student and staff attendance.

KITS BEES has the following options:-

1. Student management
2. Faculty management
3. Course management
4. Academic activity management
5. Enrollment management
6. Reports generation – Attendance, Marks, Teacher's diary
7. Intimation letters
8. Biometric information
9. Fee payment system

Evidence of success:

- Well-managed and non-redundant information maintained about students and staff
- Efficient monitoring of the academic activity of the institute
- Submission of required information at any point of time
- Satisfaction of the stake holders regarding availability and transparency of data

Problems encountered/ resources required:

Resources required:

- Sophisticated Server is required to store & maintain the data
- Proper security is required for the server
- Provision required in every department for entering data after the classwork

The required resources are immediately provided by the management to enable the stakeholders to utilize the system for effective management of data.

Problems encountered:

- After admissions, student information need to be entered into the database.
- Staff should enter the data regarding classwork regularly
- Department in-charge should monitor the locking and unlocking of data
- Head of the department should monitor the activities regularly

Initially, it took some time to make the staff adopt the system and utilize the system for the benefit of better functioning. Later, they realized the need of the system and the above mentioned works are being done without any problem.

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BEST PRACTICE-2

Encouraging student participation in Co-Curricular Contests Context:

The primary goal of education is to promote the holistic development of students, encompassing both academics and co-curricular activities. Co-curricular programs are intentionally designed to align with, support, and enhance standard curricular objectives. These activities contribute to students' intellectual, emotional, social, moral, and aesthetic growth. By complementing academic studies, co-curricular activities give students valuable opportunities to build skills through participation in various technical and creative contests.

the institution is involving number of students in organizing the co-curricular activities and encouraging the students to participate in the events organized by various departments of the institute and other prestigious institutes.

Objectives:

The primary objectives of organizing co-curricular contests are:

- To strengthen technical skills
- To improve communication and presentation abilities
- To enhance organizational skills
- To develop teamwork and time management capabilities
- To foster a competitive spirit among students
- To encourage self-assessment and continuous improvement.

The Context:

Co-curricular activities conducted by the departments include guest lectures, workshops, training programs and various technical contests. Participation in co-curricular contests help the students do self-assessment and prepare themselves ready for placements. Faculty members train the students, monitor and guide the students in organizing the events like seminar, quiz, paper/ppt presentation and programming contest.

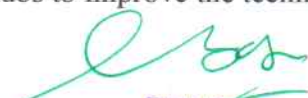
The Practice:

Internal participation: Professional Societies

Each department is having a local chapter of a professional society like E-Cell, CSI, IETE, IEEE etc. and these chapters are conducting various events and contests on a regular basis.

Technical Clubs

The departments have their own clubs and/or associations and various technical programs and hackathon, Ideations contests are organized under these clubs to improve the technical knowledge of the students.


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Technical student meets

National level technical student meet is organized by each department on a regular basis inviting students across the country to participate in the contests held in the meet. Technical contests like paper presentations, programming, quiz etc are conducted in this meet.

External participation:

Coding contests

The students are motivated to participate in the coding contests conducted by MNCs like TCS codevita and Wipro, Infosys hack with INFY to improve their coding skills

Technical contests

Students are motivated to participate in the technical contests organized by various institutions and develop various skills for their career development. Students are invited for exhibiting their technical talent and to interact with all student communities. Student participation is encouraged by providing one-way fare and attendance on those days to participate in the events. The college management sponsors partial amount of the expenses of the project model building and to participate in the contest.

Evidence of success:

- The active participation of students in intra and inter college contests is an evidence of the impact of this best practice.
- The prizes/awards received by the students in various competitions held by prestigious institutions indicates the outcome of this best practice.
- Placement and higher studies count is an ample testimony of it.
- Successful professional career of the students with the skills acquired is an evidence.

Problems Encountered and Resources Required:

Resources Required:

- Venues (class rooms/seminar halls) required to conduct the events.
- Computer labs required for programming contests
- Time slots and transport required for conducting events beyond regular shifts.
- Prize money required for all the contests
- Financial support required for conducting intercollege events
- Encouragement required for students to participate in contests organized by other institutions.



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