



Best Practice- 1

Quality Circle- Placement Circle (QC-PC)

Objectives

- To improve the student's personality through systematic academic practices.
- To improve the communicative English skills of the students.
- To motivate the students by to lead a successful academic career.
- To provide appropriate academic drills regularly to boost the confidence of the students.

The Context

Jawaharlal College of Engineering and Technology not only strives to inculcate technical brilliance amongst its students but also envisages to create a generation of responsible, dedicated and perfect citizens who have professional competency and emotional stability. Hence the institution provides training and experiences for the students to prune both their personality and communication skills. Developing communication skills in English has become the need of the hour, particularly for professionals who desire to achieve success in their career. Unfortunately, most of the students who pursue their higher education from the rural areas of our country fail to communicate effortlessly in English. The lack of proper drills and training right from the primary classes till they reach their tertiary level of learning is the main reason behind this. Kerala is no exception in this regard. JCET realizes the necessity to develop the communication skills of its students in English along with the technical education. Hence the students are given special training in all the four English language skills- listening, speaking, reading and writing, through the practice titled, QC-PC, when expanded, it reads Quality Circle- Placement Circle. QC-PC is a platform where the students are given a thought provoking quote every day, so that the message carried in the quote would become an inspiration for the students to kick off the day with a positive outlook.



The Practice

In order to develop their English vocabulary, two new words are given to the students. They should find the meaning of the words and its different usages with examples. A topic for group discussion is also provided which would be helpful not only to improve the English speaking skills of the students but also helpful in developing critical thinking and boosting the self-confidence of the students. Along with these drills, the faculty members provide drills on listening and reading activities to the students every day as a part of this programme. Every student takes note of the thought for the day as an inspiration to get along with the academic activities actively and enthusiastically. The new words that they familiarize themselves with through the QC-PC activities are also noted down by the students. They are asked to use those words that are appropriate in their class notes and this ensures their comprehension of the new words. The faculty members use the last quarter of their academic hour to engage the student s in the group discussion and other speaking, reading and listening activities as a part of QC-PC.

Evidence of Success

- QC-PC activities help the students to break the hesitations and participate in the classroom activities.
- The day starts positively and it changes the monotonous environment.
- Students improve the communication skills.
- Students get to new about new websites which would help them to gather more information on their academics.
- Students could improve their skills in taking interviews.



Problems Encountered and Evidences Required

Due to the heavy workload and loaded syllabus, the faculty members could not increase the duration of QC-PC activities. Sometimes, the debates and group discussions had to be concluded abruptly due to time constraints. This creates dissatisfaction among the students and due to this some students do not take initiation to participate in the activities. A rescheduling of the academic hours to find proper and sufficient time for the QC-PC activities is needed.



Quality Circle- Placement Circle- Photos / Videos

Principal Jcet

**Whatsapp Corner for supplementing
QC-PC Activities**

**I request the all the Tutors(S1) to
implement the activities religiously**

**Allot 5 Minutes time for QC-PC
activities in Morning and follow it for
improving Students Personality**

Quote For The Day

Everything is Easy When You are
Busy
But Nothing is Easy When You are
Lazy

Words For The Day

Witchcraft
Enclave

Activity for the Day

Tell Me About Yourself/ Word Puzzle/
Story Telling/News Analysis/Movie
Review/Aptitude Questions

Principal Jcet

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improving Students Personality**

Quote For The Day

The Most Significant Change in a
Person's Life is a Change of Attitude.
Right Attitudes Produce Right
Actions

Words For The Day

Invincibility
Helmsman

Activity for the Day

Tell Me About Yourself/ Word Puzzle/
Story Telling/News Analysis/Movie
Review/Aptitude Questions



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Principal Jcet



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www.examveda.com

.Whatsapp Corner for supplementing QC-PC Activities

I request the all the Tutors(S2, S4,S6 and S8 Semester) to implement the activities religiously

The Level of Activities Shall Be Chosen Based on the Year of Students

Please Take a 5 Minutes time for QC-PC activities in Morning and follow it for **improving Students Personality**

Quote For The Day

You Become What You Surround Yourself With, Since environment is contagious

Words For The Day

Retribution
Jurisprudence

Website of the Day

<https://examveda.com>

Activity for the Day

Job Profiles in Each Program of Study

Group Discussion

Impact of Increase in Fees Structure in Engineering

Technical /Tools Topic:

Sensors

Have a Marvellous Monday

5:57 AM

Principal Jcet



Management Training and Leadership Training – Online
Developing the skills for a fabulo...
www.mindtools.com

.Whatsapp Corner for supplementing QC-PC Activities

I request the all the Tutors(S2, S4,S6 and S8 Semester) to implement the activities religiously

The Level of Activities Shall Be Chosen Based on the Year of Students

Please Take a 5 Minutes time for QC-PC activities in Morning and follow it for **improving Students Personality**

Quote For The Day

A Good team adds the spirit, divides the work, subtract the difference in opinion and multiple the success.

Words For The Day

Flamboyant
Torrid

Website of the Day

<https://www.mindtools.com>

Activity for the Day

Job Profiles in Each Program of Study

Group Discussion

Education 4.0 Vs Industry 4.0

Technical /Tools Topic:

Distributed Computing

Have a Warmful Wednesday

5:03 AM



Quality Circle – Placement Circle Activities of Students





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Quality Circle – Placement Circle Activities of Students





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Quality Circle – Placement Circle Activities of Students





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Quality Circle – Placement Circle Activities of Students





- Every morning Principal shares **‘Thought for the Day’** , **‘Words for the Day’**, **‘Website of the Day’** , **‘Activity for the Day’**, and **Group Discussion topic’** in Class tutors whatsapp group and teachers share the same to students group.
- Students will be selected for the activity each day by the class tutor.
- Students present thought for the day and shares their views.
- They find the meaning of the words and its different usages with examples.
- Group discussion improves the English speaking skills of the students and helps to develop critical thinking.

Evidence Of Success



Students performing in Debate competition as part of Women's Day



Winners receiving the prize



Students sharing their views in a program related to communication skill

- Quality Circle – Placement Circle activities help the students to participate in various competitions with confidence.
- They can attend different workshops inside and outside the campus without stage fear and hesitation.



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JAWAHAR GARDENS, LAKKIDIMANGALAM, PALAKKAD
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PLACED STUDENTS FROM 2018-22 B.Tech ECE

VVDN
Ms. Nivya R, Ms. Anuja Sasikumar, Ms. Anjana C, Mr. Vysakh P V, Ms. Sreelakshmi S R, Ms. Amrutha K J

ramco
Mr. Muhammed Irshad P, Mr. Akhin C U, Ms. Akhila E, Ms. Jincy J, Ms. Sreelakshmi S R, Ms. Sandhra Krishnan

TCS
Ms. Jincy J, Ms. Sandhra Krishnan

Capgemini
Ms. Anjana C

BYJU'S
Mr. Ajay C R

UST Global
Mr. Muhammed Irshad P, Ms. Sajna S

Chegg
Mr. Ajay C R, Mr. Nikhil Somakumar, Ms. Anjali V S, Ms. Liya M S, Ms. Greeshma P R, Ms. Sandhra Krishnan

FACE Prep
Ms. Amrutha K J

6D Technologies
Ms. Abitha S

QUEST
Ms. Sajna S

QUALITEST
Mr. Muhammed Irshad P, Ms. Liya M S

ibsssoftware
Ms. Sajitha K

SMI
Ms. Nivya R

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- Every year many students are placed in various reputed companies in which students can attend different stages of interview easily.
- Quality Circle – Placement Circle Activities mould the students to perform well in these interviews.



Feedback Analysis of Quality Circle – Placement Circle

Feedback forms :



Feedback on QC-PC Activities

1. Are you aware of QC-PC activities that are conducted in your Class?
A: Yes B: No ☒ C: If Yes, through Whatsapp D: If Yes ,Through Participation
2. How many times you participated in the QC-PC activities?
A: More than 10 Times ☒ B: 5-10 Times C: Less than 5Times D: Not Participated
3. Which type of activity that you like?
A: Quote of the day ☒ B: Words for the Day C: Website of the Day D: GD
4. What have you gained from the QC-PC Activity?
☒ A: Confidence B: New Words C: New Websites D: Language Proficiency
5. What are the difficulties that you faced in participating in the QC-PC Activity?
☒ A: Time B: Preparation C: Poor Coordination D: Language Proficiency



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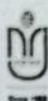
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Feedback Analysis of Quality Circle – Placement Circle

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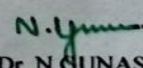
DEPARTMENT OF BASIC SCIENCE AND HUMANITIES

QC-PC FEEDBACK ANALYSIS

Review taken from : 37 students - S1 AN

SL.NO	QUESTIONS	OPTIONS				Remarks
		A	B	C	D	
1	Are you aware of QC PC activities that are conducted in your class ?	16	1	4	12	A & C - 1 A & D - 3
2	How many times you participated in the QC PC activities ?	3	19	14	1	NIL
3	Which type of activity that you like?	25	7	3	1	A & B - 1
4	What have you gained from the QC PC activity?	20	7	1	2	A & B - 6 B & D - 1
5	What are the difficulties that you faced in participating in the QC PC activities	11	16	1	6	A & B - 3

Professor K R Vijayakumaran Pillai
Head of the Department


Dr. N GUNASEKARAN
PRINCIPAL



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DEPARTMENT OF BASIC SCIENCE AND HUMANITIES

QC-PC FEEDBACK ANALYSIS

Review taken from : 42 students - S1 AN
II & CE

SL.NO	QUESTIONS	OPTIONS				Remarks
		A	B	C	D	
1	Are you aware of QC PC activities that are conducted in your class ?	21	0	3	10	A & D - 8
2	How many times you participated in the QC PC activities ?	4	25	13	0	NIL
3	Which type of activity that you like?	26	12	4	0	NIL
4	What have you gained from the QC PC activity?	25	5	1	6	B & C - 2 A & B - 3
5	What are the difficulties that you faced in participating in the QC PC activities	21	7	2	6	ABC - 3 A & B - 3

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QC-PC FEEDBACK ANALYSIS

**Review taken from : 50 students - S1
CSE**

SL.NO	QUESTIONS	OPTIONS				Remarks
		A	B	C	D	
1	Are you aware of QC PC activities that are conducted in your class ?	25	0	4	16	A & C - 2 A & D - 2 C & D - 1
2	How many times you participated in the QC PC activities ?	5	35	10	0	NIL
3	Which type of activity that you like?	30	9	7	0	A & B - 2 A & C - 2
4	What have you gained from the QC PC activity?	17	11	8	6	A & B - 2 B & C - 4 ABCD - 2
5	What are the difficulties that you faced in participating in the QC PC activities	15	22	3	8	A & B - 2

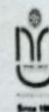
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QC-PC FEEDBACK ANALYSIS

Review taken from : 35 students S1 ECE

SL.NO	QUESTIONS	OPTIONS				Remarks
		A	B	C	D	
1	Are you aware of QC PC activities that are conducted in your class ?	10	0	5	14	A & C -2 A & D -3 C & D -1
2	How many times you participated in the QC PC activities ?	1	13	21	0	NIL
3	Which type of activity that you like?	19	9	4	3	NIL
4	What have you gained from the QC PC activity?	17	12	4	2	NIL
5	What are the difficulties that you faced in participating in the QC PC activities	14	11	4	3	ABC- 3

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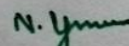
DEPARTMENT OF BASIC SCIENCE AND HUMANITIES

QC-PC FEEDBACK ANALYSIS

Review taken from : 20 students - S1 ME

SL.NO	QUESTIONS	OPTIONS				Remarks
		A	B	C	D	
1	Are you aware of QC PC activities that are conducted in your class ?	13	0	5	2	NIL
2	How many times you participated in the QC PC activities ?	0	13	7	0	NIL
3	Which type of activity that you like?	10	7	2	0	ABC - 1
4	What have you gained from the QC PC activity?	7	9	2	1	B & C - 1
5	What are the difficulties that you faced in participating in the QC PC activities	6	5	0	7	A & D - 2


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DEPARTMENT OF BASIC SCIENCE AND HUMANITIES

QC-PC FEEDBACK ANALYSIS - CONSOLIDATED

Review taken from : 184 students (First year B.Tech)

SL.NO	QUESTIONS	OPTIONS				Remarks	Explanation
		A	B	C	D		
1	Are you aware of QC PC activities that are conducted in your class ?	85	1	21	54	A & C - 5 A & D - 16 C & D - 2	*46% of the students are aware of QCPC activities. *11 % are aware through whatsapp. *29% are aware through participation. *12.5% through tutor, whatapp or participation. *0.54% not aware of the activity.
2	How many times you participated in the QC PC activities ?	13	105	65	1	NIL	*7.06% have presented more than ten times. *57% - 5 to 10 times. *35.3% less than five times. *0.54% not participated.
3	Which type of activity that you like?	110	44	20	4	A & B - 3 A & C - 2 ABC - 1	*3.26% have prefer quote for the day. *24% prefer words for the day. \n *10.8% prefer website for the day. *2.17% prefer GD. *3.84% prefer quotes, words or website.



4	What have you gained from the QC PC activity?	86	46	14	17	A & B - 11 B & C - 7 B & D - 1 ABCD - 2	*46.75 have gained confidence. *25% have learnt new words. *7.6% came to know about new websites. *9.23% obtained language proficiency. *11.4% chose two or more options.
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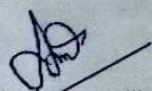
5	What are the difficulties that you faced in participating in the QC PC activities	67	61	10	30	A & B - 8 A & D - 2 ABC - 6	*36.4% faced shortage of time. *33.1% found difficulty in preparing. *5.4% opted poor coordination. *16.3% opted language proficiency. *8.69% chose two or more options.
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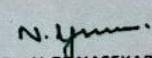
Findings:

- 1 99.95% Students are aware of QC-PC either through whatsapp, tutor or participation.
- 2 The activity has helped them gain confidence, learn new words, become aware of websites, and improve their language. The activity is meaningful and ensures the overall development of the students.
- 3 36% of the students have participated / presented less than five times. Equal emphasis should be given to all the students. Turn taking should be done according to their roll or register number.
- 4 With proper time management, shortage of time and difficulty experienced in preparation can be rectified. QCPC should be taken as a leisure activity.

Suggestions:

The activity if continued on a regular basis will motivate the students, boost their morale and creativity.


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Head of the Department


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Best Practice- 2

Career Guidance Classes and Workshops on Skill Development

Objectives

- To motivate the students of other academic institutions, particularly the higher education centres, to realize the value of true education.
- To facilitate the students to realize their true potential and strong and weak areas in the academics.
- To motivate the students to enhance their skills and help them to achieve accolades and merits in their academics and later in their professional career.
- To provide quality education on soft-skills development to the students in nearby institutions.

The Context

To equip the students to lead a successful life by contributing enough to the well-being of the society is one of the prime tasks entrusted upon the faculty members of higher education institutions. Even though the curriculum and structure is rich enough to build a strong academic foundation to all the students, the academic institutions often fail to take these facilities to the students in right proportion. Education should be a complete process where the duties and responsibilities of a teacher do not end only at merely imparting the prescribed lessons to the students. It is indeed the responsibility of the teachers to make the students realize the significance and necessity of learning life skills to lead a successful life. Students should learn the lessons and should also be aware of using the information gathered in the right places at the right time. It requires a lot of courage and confidence for the people to do the right things at the right time. Often even the educated people fail to do the same due to the lack of courage and confidence. Hence it is the duty of the teachers to boost the morale and confidence of the students by teaching them the essential life skills.



JCET considers it as its one the duties to impart quality education not only to its students but also to the students of other academic institutions as demanded by them.

The Practice

The faculty members of JCET go every year and conduct life skills training and career guidance to the students of higher education institutions within and outside Palakkad district. The classes are conducted as per the convenience of the host institutions and the faculty members. Usually they follow a design for the classes where they conduct a pre-test either through questionnaires or through personal interviews with the students and understand their level of knowledge, confidence and enthusiasm in participating in the academic process. Then, based on the results gathered, the faculty members adopt suitable methods; most often the activity based participatory learning method to make sure the complete participation of the students. The modules include lessons of essential life skills and elementary communication skills. After the completion of the discussions of the lessons included in the modules, the teachers conduct a post-test and evaluate the impact of the classes from the results achieved through post-test.

Evidence of Success

- The students show great level of enjoyment and excitement in their learning process and they feel rejuvenated to learn further.
- Students become aware of the myriad possibilities of application of the lessons learned through activity oriented education.
- Students take initiation to make their regular classes activity oriented and try to participate in the daily learning process.
- The students become eligible to choose the right career and right higher education options as they realize their true interest and potential after the classes provided by the faculty members of JCET.



- Students opt for higher education such as PhD and other research programmes instead of taking any sort of job which does not have any connection with the skills achieved through education programmes.

Problems Encountered and Evidences Required

The students participating in the career guidance classes conducted by the faculty members of JCET demand more hours of classes than what is meant for them which in turn create difficulties for the faculty members to cope up with. The faculty members could not provide special training to the students who are comparatively slow in their learning process due to time constraints. The lack of proper screening before enrolling the students to the career guidance programme also creates difficulties to the faculty members as a few students who are least interested in participating in the activities create troubles and difficulties to the students. The busy academic schedule creates difficulties for the academic institution authorities to arrange classes for the faculty members of JCET to conduct sessions in their institutions. The busy academic schedule create difficulties for the faculty members as well as they find the time too short to complete the syllabus prescribed the students of JCET and then go to different institutions of career guidance and skill development programmes.

1. **Session on “Developing Softskills” by Mr Ashif**

A session on ‘Interview Skills’ was held on 22-01-2019 by Mr. Ashif , Assistant professor Aeronautical Engineering in GHSS Vattenad. It is essential to develop interview skills among the students for their successful career. A person should have good communication skills, listening skills, right behaviour, confidence, punctuality and discipline to excel in interviews.



Mr.Ashif ,Assistant Professor interacting with the students on the topic ‘Interview Skills’

Through this session students got proper orientation and guidance and they provided positive feedback.

2 Session on “Developing Soft skills” by Mr Vysakh Valsan

Developing academic writing skills is necessary to achieve success in academics. There are essentially four types of academic writing namely descriptive, analytical, persuasive and critical. A session on “Developing Soft skills” was held on 10-02-2020 by Mr.Vysakh Valsan Assistant Professor in Electronics and Communication Department at NSSKPT School Ottapalam. Students are given training in all these types of writing.



Mr.Vysakh Valsan Assistant Professor interacting with the students

The students got the opportunity to write a few sentences and paragraphs on separate topics and evaluate their writing by themselves.

3 Session on “Soft Skills ” by Dr. Umesha K

Soft Skills are those that skills that help in person to work effectively and efficiently with the co-workers. Soft skills include problem solving capacity, decision making knowledge about technology, communication skills and so on. A session on “Soft Skills” was taken by Dr. Umesha K , Vice Principal of the Institution on 01-03-2021 at Mercy College Palakkad.



Dr. Umesha K sharing his views to the students

This orientation was highly beneficial to the students and was helped them to develop the skills.

Soft skill assessment questionnaire was given to the students prior to the session to understand their soft skill knowledge level. The session proceeded based on the information received from this.

Sample questionnaires filled by the students:

Soft Skills Assessment Questionnaire

Sl. No	Question/Statement	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1	I am aware of the significance of developing communication skills in English to have a successful professional career	✓				
2	I am confident that I have mastered all the four skills (listening, speaking, reading and writing) in English				✓	
3	I don't there is a necessity to have good presentation skills for a professional					✓
4	I realize that time management is significant to become successful in any profession	✓				
5	I don't know how to prepare and participate in a group discussion		✓			
6	I know the basic manners, body language and etiquettes demanded from a professional				✓	
7	I don't know how to prepare a CV		✓			
8	I don't have the basic computer skills		✓			
9	I know the significance of developing and maintaining emotional skills			✓		
10	I know the significance of developing life skills				✓	

Soft Skills Assessment Questionnaire

Sl. No	Question/Statement	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1	I am aware of the significance of developing communication skills in English to have a successful professional career		✓			
2	I am confident that I have mastered all the four skills (listening, speaking, reading and writing) in English					✓
3	I don't there is a necessity to have good presentation skills for a professional					✓
4	I realize that time management is significant to become successful in any profession		✓			
5	I don't know how to prepare and participate in a group discussion	✓				
6	I know the basic manners, body language and etiquettes demanded from a professional					✓
7	I don't know how to prepare a CV		✓			
8	I don't have the basic computer skills			✓		
9	I know the significance of developing and maintaining emotional skills			✓		
10	I know the significance of developing life skills				✓	

It was clear from the questionnaire that majority of the students were not aware of the four skills. So the session included such activities to enrich their skills. it was an interactive session.