No. KITS/Acad/Circular/UG & PG/2021/53   Date: 18.01.2022

CIRCULAR

Sub: **ONLINE CLASSES FOR IV,VI & VIII SEMESTERs FROM 24.01.2022 (MONDAY)– IMPLEMENTING STUDENT CENTERED ACTIVE LEARNING - UTILISATION OF LABORATORY HOURS – Reg.**

Ref-1: G.O.Rt.No.04, Education (Prog. II) Dept. Education Department – Declaring of Holidays to Education Institutions – Further Orders, Dated: 16.01.2022.

    2: Circular – Faculty to design OBLS & OBLP for student centre learning, Dated: 31.12.2021.

    3. Circular – Sensitize faculty and students on Active Learning – OBTLP - OBLS & OBLP Dated: 09.01.2022.

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(i) ONLINE CLASSES FOR B.TECH EVEN SEMESTER: In the subject cited above, as a proactive measure to contain the spread of COVID-19, the **classwork for IV, VI and VIII semesters will be conducted in ONLINE mode from 24.01.2022 until further orders.**

- Course faculty will create course teams by 20.02.2022 and inform the students.
  - **Format for Course Team Name: Programme-Section-CourseShortName**
  - **Ex: B.Tech-1CE1-EM**
- Faculty will update their CourseWeb pages on or before 21.01.2022 and inform the students.
- HoDs to ensure hassle free online classes from very first class on 24.01.2022.
- **STUDENTS SHOULD CHECK THEIR MS TEAMS CREDENTIALS (Username & password) beforehand by logging in**
- **In case of MS Teams login issues/problem, contact**
  - **Mr. Rambabu: 7013333011**
  - **Mr. T. Kiran: 8309016713**

(ii) STUDENT – CENTERED ACTIVE LEARNING STRATEGIES TO BE IMPLEENTED:

- Faculty will implement outcome based active lecture plan (OBLP) in the class creating an eco-system for student – centered active learning (vide Ref. 2 & 3 cited).
- Students will attend the classes very well prepared as per the outcome based lecture schedule (OBLS) given by course faculty.
- Students will take part in mandatory class discussions, as per the OBLP given by course faculty.

- Students are expected to take part in activities like previous lecture recap, participating in lecture in lecture discussion, summarizing the key takeaways of the lecture, solving LLPs etc.
- During the class, the course faculty will encourage the students to take part in active learning by assigning the above activities to students by their roll numbers at random.

(iii) TIME TABLES FOR ONLINE CLASSES: The timetables prepared for physical mode of classes of B.Tech/M.Tech/MBA will be used for online class work (vide Ref. 1 cited) but with the modified timings mentioned in (iv) below

(iv) CLASS TIME IN ONLINE TIME TABLES: The timings for online classes are slightly modified, to provide 10 minutes break after each class, as below

Period	Class time in Physical Mode of Class Work	Corresponding Class time in Online Mode of Class Work
01	9.40am – 10.30am	9.40am – 10.25am
02	10.30am – 11.20am	10.35am – 11.20am
03	11.20am - 12.10pm	11.30am - 12.15pm
04	12.10pm – 1.00pm	12.25pm – 1.10pm
LUNCH		**1.10pm – 2.00pm**
05	2.00pm – 2.50pm	2.00pm – 2.45pm
06	2.50pm – 3.40pm	2.55pm – 3.40pm
07	3.40pm – 4.30pm	3.50pm – 4.35pm

- Dean Academic Affairs will ensure uploading of time tables (physical mode) by 22.01.2022. But the faculty and students will attend the classes as per the above mentioned online timings.

(v) UTILISATION OF LABORATORY HOURS (for online labs only):

- It will be demonstration of experiments/programs by faculty.

VIVA VOCE SILDE:

- Before start of the demonstration, lab faculty will keep one slide on viva-voce questions.
- Students should note down those questions in lab manual. Students have to answer these questions after the demonstration.
- Students should carefully listen and note down the important points during demonstration, with a view to answer the VIVA VOCE questions.
- All students should put efforts to answer the viva-voce questions, as it will go into continuous internal evaluation (CIE).
- The faculty will record and grade the performance of students. This grading will be used by the faculty for lab CIE.
- Hence students are advised to attend the lab sessions with full concentration and learning commitment.
- Other activities if any, to be planned by the course faculty.

LAB ONLINE DEMONSTRATION:

- Demonstration of experiments/programs shall be done for 60 minutes or may be extended based on the requirement.

DISCUSSION ON VIVA VOCE QUESTIONS:

- After the demonstration, the lab faculty will start discussion on viva-voce questions and ensure that all students are in a position to describe procedure & answer the VIVA questions, to grade them for CIE.

LEFT OVER TIME:

- If needed, lab faculty may use the left over time for solving tutorial/assignment/additional problems.

DEAN, ACADEMIC AFFAIRS

To,
1. **All HoDs, with a request to circulate among the faculty, staff & students and ensure compliance on the subject matter.**

<u>**Copy to:**</u>

1. *The Secretary & Correspondent*
2. *The Principal*
3. *Faculty in-charge CourseWeb, with a request to keep CourseWeb ready for uploading relevant documents by course faculty*
4. *Faculty in-charge CMS, with a request to keep CMS ready for posting the attendance*
5. *The AAC*
6. *The AO*
7. *Academic Section*