



KAKATIYA INSTITUTE OF TECHNOLOGY & SCIENCE

Opp : Yerragattu Gutta, Hasanparthy (Mandal), WARANGAL - 506 015, Telangana, INDIA.

కాకతీయ ప్రేక్షాగికి ఎవం విజ్ఞాన సంస్థాన, వరంగల - ౪౦౬ ౦౧౪ తెలంగాణ, భారత

కాకతీయ సాంకేతిక విజ్ఞాన శాస్త్ర విద్యాలయం, వరంగల్ - ౫౦౬ ౦౧౫ తెలంగాణ, భారతదేశము

(An Autonomous Institute under Kakatiya University, Warangal)

(Approved by AICTE, New Delhi; Recognised by UGC under 2(f) & 12(B); Sponsored by EKASILA EDUCATION SOCIETY)

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No. KITS/Acad/Circular/UG&PG/2021/51

Date: 15.01.2022

CIRCULAR

Sub: Increasing Covid-19 Cases –Measures to contain COVID-19 spread- B.TECH FIRST SEMESTER CLASSES IN ONLINE MODE from 17.01.2022 to 21.01.2022 and SCHEDULED INTERNAL EXAMS FOR ALL WILL BE HELD IN PHYSICAL MODE FOLLOWING STRICT COVID-19 GUIDELINES- Reg

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In view of increasing covid-19 cases, the institute academic advisory committee (AAC), in its meeting held on 15.01.2022, has approved the following as a proactive measure to contain the spread of COVID-19.

(i) **ONLINE CLASSES FOR B.TECH FIRST SEMESTER:** The B.Tech I-Semester classes will be conducted in [online mode from 17.01.2022 \(Monday\) to 21.01.2022 \(Friday\)](#).

- MS Teams for online classes
- Course faculty will create course teams
 - Format for Course Team Name: **Programme-Section-CourseShortName**
 - **Ex: B.Tech-1CE1-EM**
- **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
- **ONLINE CLASSES TIMETABLE** will be released on 16.01.2022 (Sunday)
- **ONLINE CLASS REHEARSAL** on 16.01.2022 (Sunday) at 4.00 pm:
 - Rehearsal online class will be arranged to ensure READY-TO-GO status for online classes from 17.01,2022 (Monday) for flawless start, not to lose even single class
 - All students should join their respective course groups without fail at 3.50pm on 16.01.2022 (Sunday) and attend rehearsal class
 - To ensure no login issues to students
 - To ensure full attendance of students
 - HoD M&H and HoD PS will decide one faculty per section and inform the faculty to conduct rehearsal class for students
 - Faculty will ensure attendance of all students and insists on taking running notes of class
 - Absentee report to be generated

- (ii) **B. TECH FIRST SEMESTER- MID SEMEXAM-I WILL BE HELD IN PHYSICAL MODE:** The Mid Semester Examinations-I for B.Tech I-Semester students will be in physical mode from 22.01.2022 (Saturday) to 25.01.2022 (Tuesday).
- (iii) **M.TECH & MBA THIRD SEMESTER - MID SEM EXAM-II WILL BE HELD IN PHYSICAL MODE:** M.Tech & MBA III Semester students will take the MSE-II in physical mode as scheduled from 17.01.2022 (Monday) to 22.01.2022 (Saturday).

All the faculty & staff will attend to the duties physically from 17.01.2022 (Monday) to conduct online classes and to meet other duties.

The faculty and staff are advised to carry their own sanitizer bottle and follow strict covid-19 guidelines.



DEAN, ACADEMIC AFFAIRS

To,

1. All HoDs with a request to circulate among the faculty & students
2. HoD M&H and HoD PS with a request to comply with the stated activities

Copy to:

1. *The Secretary & Correspondent*
2. *The Principal*
3. *The AAC*

Copy to the following for information and necessary action

4. *The CoE*
5. *The AO*
6. *The TPO*
7. *Academic Section*