

Government of Bihar
Department of Science & Technology, Patna, Bihar

Letter No. - 1107

Patna, Date:- 27/04/18

From,

Director,
Dept. of Science & Technology,
Bihar,
Patna

To,

All Faculty Members
Govt. Engineering College, Bakhtiyarpur, Bhagalpur, LNJPT Chapra, Gaya, Muzaffarpur,
Motihari, Cahndi, Sitamarhi, Darbhanga, Madhepura, Begusarai, Katihar, Sasaram.

Subject: Preparation of theory and lab course files by individual faculty for theory and lab courses assigned to them

Dear Sir/Madam,

In continuation with letter No. 179 dated 18.04.2018, this is to inform you that since most of you have now been exposed to outcome based education (OBE) through the OBE workshops held at various colleges and by Aryabhata Knowledge University, you are required to prepare course files with added content. The content of the course file would be as follows:

(1) Cover Page & Content; (2) Vision of the Department; (3) Mission of the department; (4) PEO's and PO's; (5) Course objectives & Course outcomes (CO); (6) Mapping of CO's with PO's; (7) Course Syllabus and GATE Syllabus; (8) Time table; (9) Student list; (10) Course Handout; (11) Lecture Plan; (12) Assignment sheets; (13) Tutorial Sheets; (14) Sessional Question Papers; (15) University Question Papers; (16) Question Bank; (17) Power Point Presentations; (18) Lecture Notes; (19) Reference Materials; (20) Results; (21) Result Analysis; (22) Quality Measurement Sheets; (a) Course End Survey; (b) Teaching Evaluation. For item no. 12 & 13, the faculties are required to prepare at least three assignment sheets and four tutorial sheets (covering the entire syllabus) for their respective subjects.

A SAMPLE COURSE FILE has been put in the google drive at the following link:
<https://drive.google.com/open?id=1vIpOLnQYGMTDU7FSTFu4yAGXuKebnIS>

For preparing the course files, kindly refer to the sample course file which is just a guide.

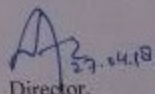
Each course file need to be uploaded into the google drive link where the faculty members have been previously uploading their files. Each faculty is required to create a folder of his/her respective subject and the folder name would be the **subject name and name of faculty member**, for example, Fluid-Mechanics_Arti Kumari.

The link to the google drive is,

https://drive.google.com/open?id=1Vv6SDG4dI_nDvlfyXM-ub6aKNTJd1pfb

Please ensure that all course files complete in all respect are uploaded in the respective subject folders by 15th May 2018.

Your faithfully,



Director,

Department of Science & Technology,
Bihar, Patna

Copy to: Principal Secretary - Department of Science & Technology

Principal,

Govt. Engineering College, Bakhtiyarpur, Bhagalpur, LNJPT Chapra, Gaya, Muzaffarpur, Motihari, Cahndi, Sitamarhi, Darbhanga, Madhepura, Begusarai, Katihar, Sasaram (To ensure compliance of the above)