

**Annexure-II**

**Academic Readiness Review**

(To be ascertained before the commencement of Classwork)

Details of Academic Audit Expert(s):

Date:

Name of the Course Coordinator/Dept./School:

Other faculty handling the courses:

- |    |    |    |     |
|----|----|----|-----|
| 1. | 4. | 7. | 10. |
| 2. | 5. | 8. | 11. |
| 3. | 6. | 9. | 12. |

Course Name/Code :

Section(s):

Course Type :

(Theory course, Practical Course, etc.,)

Criterion	Documents to be Verified and analyzed	Readiness %	Observation	Suggestion for improvement
<b>Course Hand-out (CHO) – Course Delivery Plan</b>	POs/COs			
	Course objectives and syllabus			
	Pedagogy			
	Experiential/Project based Learning (if applicable)			
	Content beyond the syllabus			
	Guest Lecture (If any)			
	Mini/Micro Projects (Clearly mapped with COs)			
	Activities (Industrial Visit, Assignment, In-plant training, club activities-if any)			
	Delivery Schedule			
	Evaluation Scheme			

Criterion	Documents to be Verified and analyzed	Readiness %	Observation	Suggestion for improvement
	Model Questions & Question Bank			
<b>Course Materials</b>	Availability in CAMU			
	Faculty developed contents			
	e-Materials			
	ICT tool usage (PPT, Quizzes, Kahoot etc.)			
<b>Research/ Project Components</b> (if not applicable use NA)	Problem statement, Guidelines, Rubrics, review scores			
	Rubrics and use of modern tools			
	IPR promotion or Research Publication			

**Personal comments from Auditing Expert:**

**Academic Audit Experts Sign**

**Note:** All the heads are requested to submit the filled forms to IQAC office along with the observation summary forwarded through the School Dean.

**Head/Deans Note:**

**Head/Dean**