



**DON BOSCO INSTITUTE OF MANAGEMENT STUDIES
AND COMPUTER APPLICATIONS**
Kumbalgodu, Bengaluru, Karnataka - 560074



BEST PRACTICES – 1
Mentor-Mentee Program





**DON BOSCO INSTITUTE OF MANAGEMENT STUDIES
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Kumbalgodu, Bengaluru, Karnataka - 560074



1. Title of the Practice:

Mentor – Mentee Program 2018-19

2. Objective of the Practice:

- This System is introduced in the institution for the purpose of serving the needs of the students in the academic and their personal way.
- It is thus an essential feature to render equitable service to the students coming from different background. Mentoring System in the institution provides support to the students through advices and counselling.
- g, through friendship building, through re-enforcement and constructive role modelling.
- During mentoring Students (Mentees), academic performance in internal and external was discussed. Students' regularity and irregularity in attendance were discussed.
- Mentee's problems relating to personal issues were also taken up and suggestions were made accordingly, students were encouraged to take part in the co-curricular activities.
- Slow learners were identified and given encouragement and motivation. Advance learners were encouraged to reach their full potentials.

3. The Context:

The institute has followed the suggestion made by the IQAC, the Department of Commerce and Management introduce the mentoring system. The institute felt the importance of mixing such a system into the college management system. It had punctually and effectively put it into practice in the past two years. With an extensive variation in the student population with regard to economic and educational background, the system possibilities to provide a better understanding of individual students and bring out their highest prospective. It also seems to be the most effective method for justifying cases of slow learners.

4. The Practice: The Institution had taken the initiative to implement this system. Every year the names of all students are collected and allocated to mentors of the institute. They are divided into groups of 18-25 students depending on the number of students. Each group is assigned a teacher/mentor who is responsible for accumulating academic performance. The teacher/mentor is given required information about his/her mentees and is expected to offer guidance and counselling as and when required. In out-of-the-way cases, parents are called for special meetings with the Principal at the suggestion of the mentor



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Date: 13-07-2018

Mentor –Mentee List for the academic year 2018-2019

Dear Mentors,

This is for the information of all that the mentor –mentee cell of the college has prepared the list of the allotments of the mentees to the mentors for the for the Dept. of B.com, BBA and BCA for the academic year 2018-2019. The mentors are informed to note the numbers and names of the mentees allotted to them to follow up the scheme throughout the year. The details of the mentees allotted are separately circulated for the information of all. The approved list of the mentors and the details of the mentees are attached herewith for the reference of all.




Principal
Don Bosco Institute of Management
Studies & Computer Applications
Kumbalagodu, Mysore Road,
Bangalore - 560 074



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Mysore Road, Kumbalagodu, Bangalore-560074

MENTORS MENTEE ALLOTMENT LIST - 2nd Year Bcom 2018-19

SL. NO.	REGISTER NUMBER	STUDENTS NAME	FACULTY NAME
1	17WJC41001	RATAN GOWDA S	Ms. LALITHA
2	17WJC41003	ABOBACKER SINAN	
3	17WJC41004	AKSHAY B N	
4	17WJC41005	ANKUSH R	
5	17WJC41006	ARUN KUMAR S	
6	17WJC41007	BALAVENDRA JOHN A	
7	17WJC41008	BHARATH C	
8	17WJC41009	DAYANANDA K	
9	17WJC41010	DEEPAK KUMAR G	
10	17WJC41011	JISHNU S	
11	17WJC41012	KOMAL SAH	
12	17WJC41013	KOUSHIK S	
13	17WJC41014	LADHA SINGH	
14	17WJC41015	MANOJ N	
15	17WJC41016	MEGHANA M	
16	17WJC41017	NETHRAVATHI K	
17	17WJC41018	NIKHIL G	
18	17WJC41019	NIKMAL KUMAR	
19	17WJC41020	NIVEDITHA C R	
20	17WJC41021	P RAVI JHADAV	
21	17WJC41022	PAVITHRA B	
22	17WJC41023	POOJA B K	
23	17WJC41024	PRAJWAL M	
24	17WJC41025	PRAMOD M R	
25	17WJC41026	SADIYA KOUSAR	
26	17WJC41027	SANDEEP K N	
27	17WJC41028	SANDEEP SINGH	
28	17WJC41029	SANTHOSH K	
29	17WJC41030	SHAIK ASADULL	
30	17WJC41031	SHIVA KIUMAR H	
31	17WJC41032	SINDU V	
32	17WJC41033	TANUSHA G	
33	17WJC41035	AARTI SINGH	
34	17WJC41036	BHARATH M	
35	17WJC41037	CHANDANA M	
36	17WJC41038	DEEPAK GOWDA D N	
37	17WJC41039	HARI C	Mr. PRAKASH GOWDA P
38	17WJC41040	JAYANTH B S	
39	17WJC41041	KALLURI KISHORE	
40	17WJC41042	KANTHARAJU A	
41	17WJC41043	KATHERAPALLI VENKATESH	
42	17WJC41044	RAGHU C E	
43	17WJC41045	SANDEEP V	
44	17WJC41046	SATHYA R	
45	17WJC41047	VINDHYA S S	
46	17WJC41048	VINUTHA K	
47	15WJC41051	NITHIN K	
48	16WJSB7046	SUSHMITHA D S	
49	16WJSB7047	SYED SHADAB MADNI	
50	16WJSB7048	THEJASHREE R	
51	16WJSB7049	UZMA NOUSHEEN	
52	16WJSB7050	VAIBHAVA LAKSHMI V	
53	16WJSB7051	VEDHASHREE N	
54	16WJSB7052	VEMAVARAM DAVID ASHISH	



During the interaction, some issues were raised by the parents & those issues have been sorted out with due involvement of the administration.

The issues were as follows.

Dr. K. Thiriveni Kumari.

SL. NO.	REGISTER NUMBER	STUDENTS NAME	STUDENT SIGNATURE
1	17WJCMD001	ABHISHEK M	AB
2	17WJCMD002	AISHWARYA C R	AI
3	17WJCMD003	AKASH NAZRE S	AN
4	17WJCMD004	ALEKHYA V	AL
5	17WJCMD005	AMRUTHA C N	AM
6	17WJCMD006	ANIL B A	AN
7	17WJCMD007	ANUPAMA H R	AN
8	17WJCMD008	ANUSHA S	AN
9	17WJCMD009	ARCHANA G R	AR
10	17WJCMD010	ARUN KUMAR D T	AR
11	17WJCMD011	ARYA PRAKASH	AR
12	17WJCMD012	V VINAYKUMAR	VV
13	17WJCMD013	BHANUPRIYA C C	BB
14	17WJCMD014	BHARATH YADAV M	BY
15	17WJCMD015	BHASKAR T N	BT
16	17WJCMD016	CHAITHRA B	CB
17	17WJCMD017	CHAITHRA S	CS
18	17WJCMD018	CHANDAN C P	CC

Issue Raised

- 1) On the importance of Internal assessment and marking system
- 2) Query to answer the questions in the examinations

Issue Resolved

- 1) They were explained the semester system and the importance of internal marks & its assessment
- 2) Explained the question patterns of the previous year's questions

Ms. Lavanya . M

PAGE NO

DATE | |

SL. NO.	REGISTER NUMBER	STUDENTS NAME	STUDENT SIGNATURE
1	17WJCMD074	SUNIL KUMAR H S	- AB -
2	17WJCMD075	SURYA T	
3	17WJCMD076	TANGIRALA KALEBU	Tangirala Kalabu.
4	17WJCMD077	THEJA V	
5	17WJCMD078	UDAY	
6	17WJCMD079	ULLAS K S	
7	17WJCMD080	UMESH K J	
8	17WJCMD081	VENKATESHULU GIRI GAYITHRI	
9	17WJCMD082	VINAY KUMAR NANDIKOLMATH	- AB -
10	17WJCMD083	KRIHSNA S	
11	17WJCMD084	BHASKAR R	
12	17WJCMD085	DEVARAJA C	
13	17WJCMD086	KIRAN PATEL	
14	17WJCMD087	SUSHMA	
15	17WJCMD088	VENKATESH CHILUKURI	- AB -

Issue Raised :

1. Start Digital classroom
2. Some New Technology like google classroom.

Issue Resolved

1. The Demand was reported to the principal. Therefore as principal order Digital classroom was started and first issue was resolved.
2. The New Technology like google classroom and digital classroom was started as per the instructions of principal.





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BEST PRACTICES – 2
Industrial Visits : 2018-19





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Kumbalgodu, Bengaluru, Karnataka - 560074



1. Title of the Practice:

Industrial Visits 2018-19

2. Objective of the Practice:

The objective of the industrial visit is to go outside academics, as an industrial visits provides students a practical outlook of the work place and gives a chance to the students to learn practically through interactions, the working methods and employment practices.

3. The Context:

The institute has followed the suggestion made by the IQAC, the Department of Commerce and Management conduct industrial visits to several industries in the academic year. Classroom teaching-learning process becomes significant and real only when students get an interface in order to know the functions of the industry. DBIMSCA believes learning is effective when improved with programmes which focus and also negotiate beyond the syllabus and curriculum. Industrial Visits are an efficient way of revealing students to the nature of corporate and industrial practices.

4. The Practice

The Institution had taken the initiative to implement this practice. In every Academic year, industrial visits organized by the Institution for Departments.

- At Tayota Kirloskar, student came to know about various products of Tayota Kirloskar Motor Private Limited.
- At Garuda Food Pvt. Ltd., students came to about various Gonemade products produces under Garuda Foods Pvt. Ltd.
- Students got practical knowledge regarding silk weaving process and distribution of silk products at Mysore Silk Factory (KSIC).
- Industrial Visit to COCO-Cola Pvt Ltd., a grant the students a great opportunity to interact with industries and know more about industrial environment includes production process, packaging, marketing, and channel of distribution.

Sl. No.	Industry Name	Date	No. of Students
1	Tayota Kirloskar Motor Private Limited	10/10/2018	30
2	COCO-Cola Pvt Ltd.	28/11/2018	88
3	Mysore Silk Factory (KSIC)	7/05/2019	50
4	Garuda Foods Pvt. Ltd.	25/04/2109	40
5	Hindustan Coco-cola Beverages Pvt. Ltd. Bidadi Industrial Area, Bidadi, Ramanagara	08/05/2019	40



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Don Bosco Institute of Management Studies & Computer Applications



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• Recognised by Govt. of Karnataka • Affiliated to Bangalore University

Date: 28-02-2020

To:
The Managing Partner,
Doddabetta Tea Factory,
Ooty (T.N.)

Sir,

Sub: Regarding factory visit of our students on 07-03-2020.

Ref: Your office letter dated 21-01-2020

With regard to the subject and reference cited above, I wish to bring to your kind information that about 70 students of our college who are studying in B.Com/BBA courses are visiting your factory on 07-03-2020 during the time slot allotted by you.

Our students are lead by a team of faculty members, namely, Sri Raju, Sri Vinayaka, Miss Sushmitha, Sri Manu B and Sri Renukaiah T who are all Assistant Professors working in our college.

We will be glad to have interaction in future also.

Thank you for providing an opportunity to our students to know first hand knowledge of tea processing.

Thanking you,

With regards,

PRINCIPAL
Principal

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INDUSTRIAL VISIT REPORT

DODDABETTA OOTY TEA FACTORY AND THE TEA MUSEUM

An industrial visit to Doddabetta Tea Factory was organised on 7th-March-2020. The details are as follows.

Organised by the Department of Commerce and Management of DBIMSCA.

Timing: 11:00 AM to 2:00 PM

Participants: 70 students from B.COM and BBA.

The trip started from DBIMSCA campus, kumbalgodu, Bangalore around 12 PM on 6-3-2020 in three buses. The buses reached Ooty at 9:30 AM. Asst Prof Raju R, Asst Prof Vinayaka.T, Asst Prof Sushmitha. J, Asst Prof Manu .B and Asst Prof Renukaiah from the Department of Commerce and Management along with 70 students of first, second and third year B.COM and BBA visited Doddabetta tea factory Udhakamandalam, Tamilnadu as a part of their industrial visit. The guiding staff on the site was very supportive to all students. The main admin office of tea factory is located at Nakem hospital premises, Coonoor.

Objectives of Doddabetta Ooty Tea factory visit.

- To learn about processing like crushing, shaping and grading of tea.
- To know about the latest technology used and how the factory operates
- To understand the quality control procedures in Tea factory.

At tea factory the students were given first-hand information of the entire tea history and processing. They participated in a directed factory tour in which the history of tea and the different stages of tea processing like withering, crushing, cutting, tearing, shaping, fermentation, drying; cleaning and grading was described to them. The students showed keen interest in knowing all aspects about tea manufacture.

The visit was very fruitful to the students. All students were gathered at the main gate for the departure, where all the faculties took a group photo with students. We started at about 12:30 PM from the college bus and the visit ended at our DBIMSCA college Campus at about 4:00 AM.



Reported by

Asst Prof Vinayaka.T

Asst Prof Raju

Raju R Vinayaka T
EVENT INCHARGE

Asst Prof
HOD OF COMMERCE AND MANAGEMENT

Principal
Principal
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