

Criterion-7: Institutional Values And Best Practices

7.2 Best Practices

1. Title of the Practice: Mentoring

2. Objectives of the Practice

1. The goal of a mentorship program is to accelerate the personal and professional development of mentees.
2. This is achieved by providing mentees with guidance, advice and feedback from mentors with more experience than themselves.
3. Prior to pursuing a mentoring relationship, it is beneficial to ponder Commitment, Dedication and clarity.
4. To provide support and guidance on teaching, research, and mentoring of students.
5. To support the professional advancement of the mentees by relaying experiences and knowledge of mentors in the key performance areas of teaching, research and support service.
6. To address psychosocial issues of the mentees for in time remedy and to avoid things deteriorate further.
7. To improve the study environment by improving relationships between teachers and their students and make the teaching more effective.
8. The purpose of the exercise is to assess skills, strengths, weaknesses and areas where development is needed.
9. To identify achievable learning goals.
10. The plan requires following things:
11. Declaring personal goal

12. The personal goal should identify the student's values and vision inclusive of ethical considerations for personal and professional development.

13. Self-assessment & Conversation Topics



3. Challenges and issues in designing and implementation of this practice (Mention challenges encountered in your department)

There are several challenges involved in designing the structure of roles and responsibilities of the mentor-mentee scheme. The expectations from the mentor & mentee sometimes become roadblocks to the implementation.

Expectations from Both Mentor and Mentee

1. Respect confidence and trust each other.
2. Discover common ground and respect your differences.
3. Be available as and when required with prior planning



Expectations from Mentee

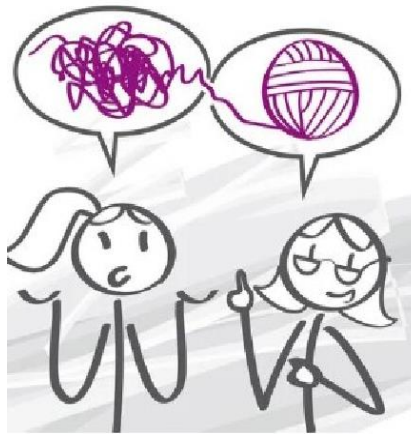
1. Identify realistic goals. Discuss your needs and expectations with your mentor; think about what you want out of the program prior to each meeting.
2. Negotiate ideas and activities with your mentor.
3. Be committed to carrying out agreed-upon goals; follow through.
4. Be receptive to suggestions and feedback.
5. Keep mentors informed of progress.
6. Contact mentor if unable to attend scheduled meetings in a timely manner.
7. Realize that having a mentor is a privilege and work hard to take advantage of the opportunity.
8. Contact program staff if there is a concern with the mentor relationship.

4. Description of the Practice and its uniqueness in the context to indian higher education (Mention limitations /Constraints)

Mentor Duties

1. Each mentor is allotted a batch of students, as suggested by the Departmental Coordinator in consultation with the Head of the Department.
2. Mentors should conduct at least four meetings per semester with the mentees.

3. Mentors should take care of the mentee's batch for academic interests and support them for improvement.
4. Mentors should encourage students for extracurricular activities within the institute and at University as well as inter-University level.
5. Mentors should interact with parents only in case of extreme situations.
6. Mentors should maintain records of all the meetings held with mentees/ parents.
7. Mentors should update the record regularly in the formats supplied.
8. Mentors should provide information about possible financial assistance available to mentees.
9. Every Department has to conduct an “Open House” once in an academic year.
10. The record has to be handed over to the new mentor in case mentors are changed.
11. Annual report in form of summary has to be prepared by each Mentor and to be submitted to the Departmental Coordinator.



5. Evidence of Success (Provide evidence of success such as performance against targets and benchmarks, review/results)

Academic year : 2021-22

1. R Ramya – 18U41A0214 – CGPA: 8.73 (Till IV-I)

Academic Achievement: Topper of the Batch (2018-22)

Placement: Ford Motors India



Academic Journey: She is hard worker but lack of presentation skills. The mentor identified her drawback and motivated to excel the academic merit with good communication skills. During the academic journey she got married and she was mentally unstable at the stage to balance both personnel & professional career. Effective mentoring made her to stable in all situations and she performed well both in academics and improved her communication skills and became a role model to their juniors. As a token of her dedication & mentor efforts she got placed in Ford motors and stood as topper in the academic year. She proved that **“Marriage is not a barrier for career advancement”**



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NH-16, Anakapalle – 531002, Visakhapatnam, A.P.





Mobile: +91 9963981111, Website: www.diet.edu.in, E-mail: info@diet.edu.in

PRIVATE AND CONFIDENTIAL
OFFER LETTER

Congratulations on your offer from FORD. We wish you an exciting and rewarding career with us!

Ford Motor Private Limited		Basic Salary	Proposed Salary	Proposed Salary
Name of the Candidate		Basic Salary	Per Annum	Per Annum
Designation offered:		Basic Salary	Per Annum	Per Annum
Grade Offered:		Basic Salary	Per Annum	Per Annum
Components		Basic Salary	Per Annum	Per Annum
Cost to the company				
Basic Salary		21,533	259,600	
Health Allowance		23,600	279,600	
A. TOTAL PAY		38,833	466,000	
Provident Fund @ 12% on the basic salary		2,584	31,008	
Gratuity @ 4.25% on the basic salary		917	11,004	
B. TOTAL RETIRALS		2,611	31,334	
C. Performance Incentive *		6,423	77,077	
D = A+B+C		47,867	574,410	
Variable Location Allowance <small>(Applicable only for positions based out of Gurgaon, Mumbai & Kolkata)</small>				
Position Allowance <small>(Position Allowance is applicable only for liquid positions)</small>				
Total Cost to Company**		47,867	574,410	
Benefits not included in the CTC				
1. Additional Hospitalization Insurance (Family floater)			330,000	
2. Personal Accident Insurance provided			833,000	
3. Life Insurance			600,000	

Notes:
 * - Annual performance incentive and / or bonus which shall be based on the performance of the Company and the individual employee and is not a guaranteed payment. You will be eligible for Performance Incentive and / or Bonus only if you are an employee on the rolls of the company at an end of the performance year for which the annual Performance Incentive and / or Bonus is declared or as per the applicable policy.
 ** - Employee contribution towards PF (12% on basic salary) will be deducted from your salary every month. You will be eligible for the payment only if you are on the rolls of the Company on the date on which the annual performance incentive is declared.

Note: This is a computer generated statement and it does not require any signature.

Registered Address: Plot Nos. 13, 15 and 16, Survey No. 5023 part, ELCOOT IT/ITES
 SEC, Sholingalur-502109, TamilNadu. Ph: +91-44-6474 1111, Fax: +91-44-6474 2647
 Corporate Identity Number - U74120TN1998PTCO41078

Name of the Student	Regd. No.	CGPA				
		1 st Yr	2 nd Year	3 rd Yr	IV-I	Overall
R RAMYA	18U41A0214	8.9	8.5	8.89	8.75	8.73

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2. P Prasanna Kumar – 18U41A0212 – CGPA: 7.3 (Till IV-I)

- Class Representative for four years
- Good in research activities
- Self-Discipline & maintains regularity in work
- Courteous towards Teachers, Staff & fellow students
- Diligent towards work



Academic Journey: He is active participant in all activities but reluctant to academics. Repeatedly, mentor felt the same impression on him. With suggestion of mentor, classteacher made him as class representative and R&D coordinator for student section. The decision works well and the attitude towards career slowly changed and finally academic results also improved. During covid phase, due to family issues he didn't performed well but **“Realisation is first step for success”**. He approached the mentor about his goals and he want to became a entrepreneur as a result he became student editor to the research book PEER-2022 and published research journal in final year project and also participated in Smart hackthon.

Name of the Student	Regd. No.	CGPA in 1 st Year	CGPA in 2 nd Year	CGPA in 3 rd Year	CGPA in IV-I	Overall CGPA
P Prasanna Kumar	18U41A0212	7.88	6.95	7.07	7.2	7.3

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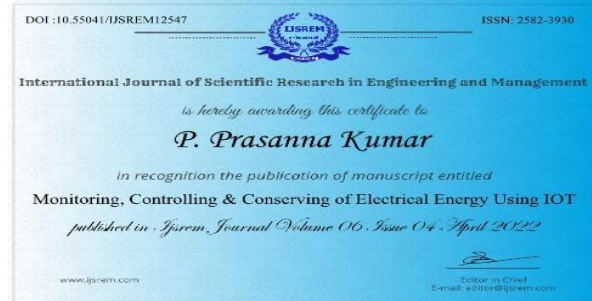
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3. A Sai Sasi Kumar --- 19U45A0202 – CGPA : 7.6 (Till IV-I)

GATE 2022 Qualified – Rank: 6210



Academic Journey: Basically, He is good and dedicative aspirant but lack of counselling regarding higher education opportunities. During some phase he elected as IEEE student section member due to this he didn't performed well in the academics with backlogs. At this critical situation mentor plays an active role to upgrade his balancing dual roles at a time strategy which further helps him to manage time in GATE exam and performed well in interviews also.

3/22/22, 5:02 PM Wipro Careers | Discovery a World of Opportunity | Join Us Today!

[Submit & Print](#)

APPOINTMENT LETTER

March 22, 2022

Dear Sai Sasi Appana,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- The retirement age is 58 years.
- You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

Name of the Student	Regd. No.	CGPA in 1 st Year	CGPA in 2 nd Year	CGPA in 3 rd Year	CGPA in IV-I	Overall CGPA
A Sai Sasi Kumar	19U45A0202	NA	7.4	7.6	8.2	7.6



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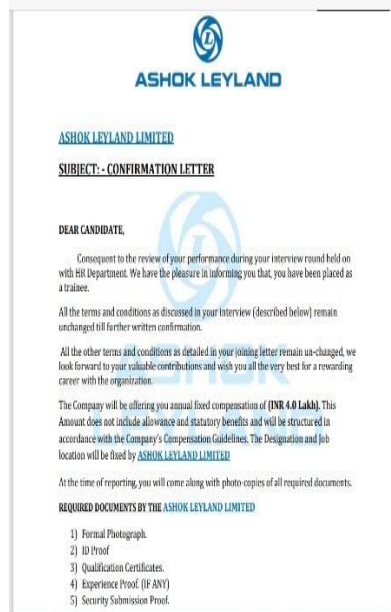
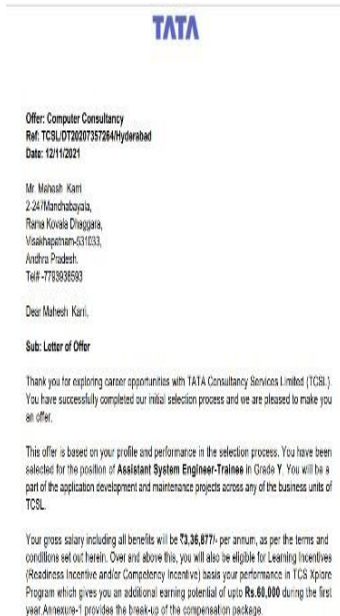
4. KARRI .MAHESH -- 18U41A0221 – CGPA:8.4 (Till IV-I)

Placement: TCS , WIPRO, ASHOK LEYLAND

Professional Body Membership: 96152406



Academic Journey: He is good student, “Sudden Freedom sometimes makes a person dumb” likewise, he is irregular to classes. Mentoring helps to come out of it and improved his communication skills by reading newspapers in central library. As a result he got placed in 3 companies and also elected as student editor for PEER-2022 research book. **“Sometimes gold is covered with dirt...but effective mentoring we made a beautiful golden ornaments”**



Name of the Student	Regd. No.	CGPA in 1 st Year	CGPA in 2 nd Year	CGPA in 3 rd Year	CGPA in IV-I	Overall CGPA
K Mahesh	18U41A0221	9.2	7.9	8.1	7.9	8.4

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6. Problems Encountered and Resources Required

In every phase problems encountered,

Student Phase: Some students are reluctant towards the mentors suggestions, but “**Continuous efforts never fail**” As a result success encountered to the students which is token of the efforts & interest of teaching evaluation procedures of Institute faculty.

Mentor phase: Mentors has to face both the sides of coin which resembles the key monitoring system at institute level to student level apart from regular duties. But, for a “**Teacher stress is success of their student**”

Resources required:

1. **Toolkit** is designed to assist mentors and mentees as they establish and maintain a productive mentoring relationship. It is designed to meet the following expectations of a mentoring relationship: Understand the qualities that lead to success.
2. **Awareness sessions** need to organize regularly for mentor-mentee team for productive environment
3. **Connectivity to the professional mentors** boosts up the motto and enriches the purpose of this best practice.
4. **Hierarchical meetings** such as mentor-class teacher-Head of the Department-Academic coordinator-principal.



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Name: K Kranthi Kumar

Branch: ECE

Batch: 2014-18

Academic Journey:

He was an above average student during his schooling and intermediate education with an average percentage of 85. His communication skills were also good during his initial days of college. But later on he started being careless and clearing up all the subjects in a semester became a big task for him. He became very naughty and careless. 3rd year of his Engineering life was very worse as he was having many backlogs and used to be regularly absent to the college. Later on with serious mentoring and continuous guidance from his mentors he started clearing up all the backlogs. During his final semester he started thinking of his career and started planning for it. He wanted to go for his MS and even took coaching for it.

Department of Homeland Security U.S. Immigration and Customs Enforcement		I-20, Certificate of Eligibility for Nonimmigrant Student Status OMB NO. 1653-0038	
SEVIS ID: N0032205850			
SURNAME/PRIMARY NAME Karnam		GIVEN NAME Kranthi Kumar	
PREFERRED NAME Kranthi Kumar Karnam		PASSPORT NAME	
COUNTRY OF BIRTH INDIA		COUNTRY OF CITIZENSHIP INDIA	
CITY OF BIRTH Visakhapatnam		DATE OF BIRTH 16 SEPTEMBER 1997	
FORM ISSUE REASON INITIAL ATTENDANCE		ADMISSION NUMBER	
SCHOOL INFORMATION		SCHOOL ADDRESS	
SCHOOL NAME Cleveland State University Cleveland State University		2123 EUCLEID AVE, BH 411, CLEVELAND, OH 44115	
SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL Mary Brown Manager of International Student and Scholar Services		SCHOOL CODE AND APPROVAL DATE C1214F00211000 27 DECEMBER 2002	
PROGRAM OF STUDY			
EDUCATION LEVEL MAJORS 1		MAJOR 2	
COMPUTER SCIENCE 11.0701		None 00.0000	
PROGRAM ENGLISH PROFICIENCY Required		ENGLISH PROFICIENCY NOTES Student is proficient	
START OF CLASSES 01 AUGUST 2021		PROGRAM START/END DATE 17 AUGUST 2021 - 11 AUGUST 2023	
FINANCIALS			
ESTIMATED AVERAGE COSTS FOR 9 MONTHS		STUDENT'S FUNDING FOR 9 MONTHS	
Tuition and Fees \$ 19,772		Personal Funds \$ 0	
Living Expenses \$ 12,470		Funds From This School \$	
Expenses of Dependents (0) \$		Family Funds \$ 38,642	
Books, Supplies, and Health Ins \$ 6,200		On-Campus Employment \$	
TOTAL \$ 38,642		TOTAL \$ 38,642	
REMARKS			
CBU ID: 2829558 CSO			
SCHOOL ATTESTATION			
I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.			
SIGNATURE OF Mary Brown, Manager of International Student and Scholar Services		DATE ISSUED 03 July 2021	
PLACE ISSUED CLEVELAND, OH			
STUDENT ATTESTATION			
I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.1(g) to determine my nonimmigrant status. Parent or guardian, and student, must sign if student is under 18.			
SIGNATURE OF: Kranthi Kumar Karnam		DATE	
NAME OF PARENT OR GUARDIAN		SIGNATURE	
ADDRESS (city/state or province/country)		DATE	

ICE Form I-20 (04/30/2021)

Page 1 of 3

Dadi Institute of Engineering & Technology ANAKAPALLE, VISAKHAPATNAM - 531 002, www.diet.edu.in	
STUDENT GENERAL INFORMATION	
Admitted Batch: 2014	Branch: ECE
1. Student Profile	
a. Name of the Student	K. Kranthi Kumar
b. Surname	KARNAM
c. Nationality	Indian
d. Religion	Hindu
e. Caste	Turpu Kappu Category: BC-D
g. Date of Birth	16-09-1997
h. Place of Birth	Anakapalle
i. Hall Ticket No.	14041A0411
j. Aadhar No.	41413086
k. Residence Address: Door No.	26-15-13
Building Name / Flat	
Street	
City	Visakhapatnam
District	Visakhapatnam
State	Andhra Pradesh
Pin Code	530026
l. Student Mobile No.	900630155
m. Residence Landline No.	
n. E-Mail of Student	kranthikarnam@gmail.com
o. Mother Tongue	Telugu
Profile of Parents -	
a. Name of the Father	K. Jagan
Occupation	Lorry mechanic
Landline	
Mobile No.	9985062398
Education	No
E-Mail id	
b. Name of the Mother	K. Lakshmi
Occupation	House wife
Education	
E-Mail id	
Mobile No.	7075302326



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Name: Varahalu S

Branch: ECE

Batch: 2015-19

Academic Journey:

He was an introvert during his first year of education. He was an average student till his intermediate. During his engineering tenure he was fascinated with extracurricular activities and piled up his backlogs count. Every faculty spotted him to improve his academics and communication skills. He was very careless regarding his career. Later on with the suggestions and guidance from his mentor lot of change has been observed in him in terms of his attire, attitude and performance. Slowly he started to concentrate on his career and developed a lot of self confidence and finally proved his strength by achieving a couple of offer letters from various companies. He also inspired many of his juniors telling them to set a goal initially for better career.

Few words given by S Varahalu as a DIET Alumni

<https://drive.google.com/file/d/1fkvbCLfGZ6VMSs5w1MQs6C8sYFdyuk11/view?usp=drivesdk>

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ANAKAPALLE, VISAKHAPATNAM - 531 002, www.diet.edu.in

STUDENT GENERAL INFORMATION

Admitted Batch: 2015-16 Branch: ECE

1. Student Profile -

a. Name of the Student: Varahalu
b. Surname: Seemanapalli
c. Nationality: Indian d. Religion: Hindu
e. Caste: OC f. Category: Backward
g. Date of Birth: 20/08/1998 h. Place of Birth: Nizampet
i. Hall Ticket No.: 15V16M0442
j. Aschar No.:
k. Residence Address: Door No. 18-1-10
Building Name / Flat: KGH down,
Street: Mahasani Peta
City: Vizakapattanam District: Vizakapattanam
State: Andhra Pradesh Pin Code: 530002
l. Student Mobile No.: 9494728927
m. Residence Landline No.:
n. E-Mail of Student: varahalu988@gmail.com
o. Mother Tongue: Telugu

2. Profile of Parents -

a. Name of the Father: S. Uma Maheswara Rao
Occupation: Business
Landline: Mobile No.: 9440211512
Education: Degree E-Mail id: mavelicharla2704@gmail.com
b. Name of the Mother: S. Padma
Occupation: Home make
Education: 8 class E-Mail id:
Mobile No.: 8978022136

Offer Letter

Name: SEEMANAPALLI VARAHALU
Date: Monday, February 3, 2020

Dear Mr. SEEMANAPALLI VARAHALU,

With reference to your application and subsequent discussions you had with us, we are pleased to offer you an appointment with Think and Learn Private Limited ("Company"), on the following terms and conditions:

- Date of Joining & Work Location:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **Thursday, February 6, 2020**. Your work location would be **Vizag** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.
- Term:** The term of this Agreement would be for a period of 3 months (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier as per the provisions of Clause 11 of this Agreement.
- Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre-employment screening activities (including background verification and criminal history check).
- Offer of permanent position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training and also subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion will be done with immediate effect with a compensation of 10LPA (7LPA fixed + 3LPA variable). However, the Company may at its sole discretion and its business requirements, offer you an offer of

Page 1 of 7

employment for a permanent position

5. Department, Designation & Reporting Manager:

Department: Business Development (51000000)
Designation: Business Development Trainee - Sales
Reporting Manager: Kotla Srikanth (TNL201707484)
Role Location: Vizag
Reporting Location: Byjus Hyderabad - Think and Learn Pvt. Ltd (BYJU'S-The Learning App), 2nd Floor, C block, Banasa Info Park bearing No. B-2-120/113 Road No.2, Banjara Hills, Hyderabad - 500033
Reporting Time: 8:30 AM

6. **Cost to the Company:** Your compensation is INR 25000 per month. You are also eligible for a performance pay up to INR 300000/- based on your individual targets and performance numbers during your 3 months training period.

7. **Deductions:** The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

- Provident Fund;
- Income tax deducted at source at the rates applicable;
- Employment / professional taxes;
- Dues to Company including loans and advances; or
- Any other applicable statutory deductions.

The income tax liability with regards your salary and perks will your liability, and will be governed by the applicable tax laws of the country as applicable from time to time.

8. **Expense Reimbursement:** In addition to the aforementioned salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting ...

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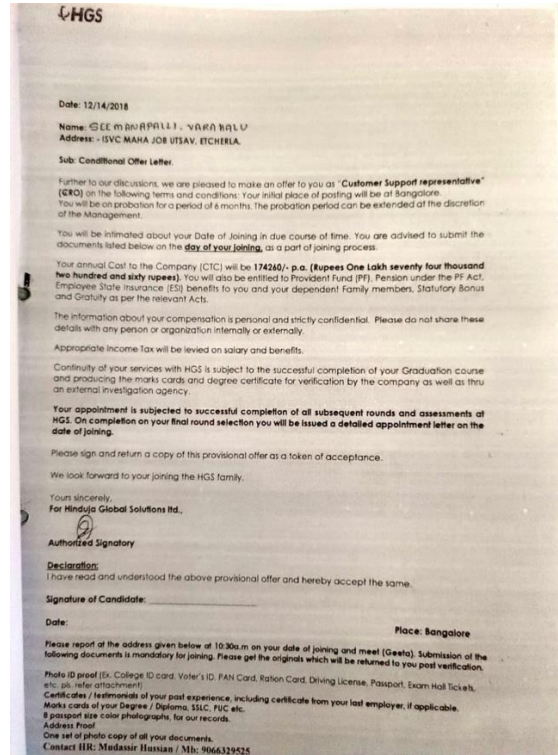
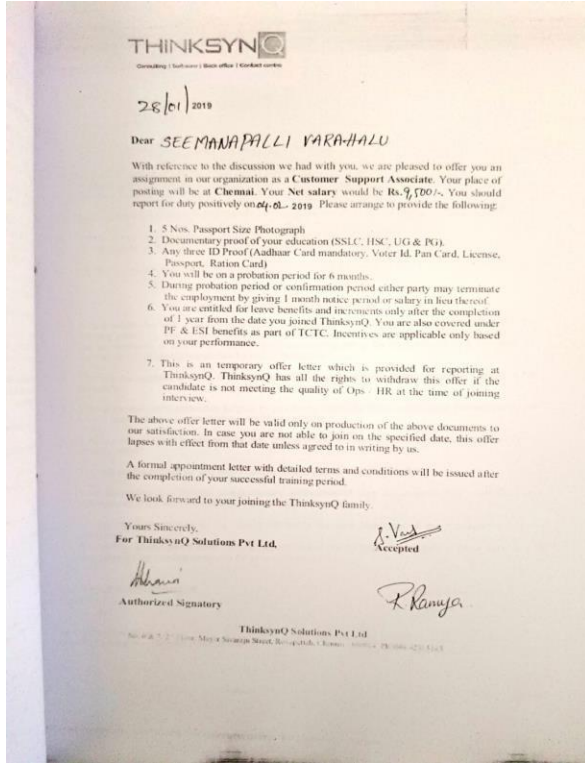
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Student Details:

Name: B Durga Prasad

Branch: ECE

Batch: 2016-20

Academic Journey:

He is from a small village named Athava under Vizianagram Dist. His father is a farmer. His schooling was completely in telugu medium. He joined the college with a very poor communication skill set. He couldn't cope up initially with English mode of delivery and failed in 3 subjects during 1-1 Sem. Later under extreme mentor supervision he started improving himself with 1 backlog in 1-2 sem. From then he was clearing all his subjects regularly without any backlogs. He prepared himself for PG CET and secured 2508 rank. He got M Tech admission in JNTUA, Pulivendula. He was very thankful to the mentor for the constant support and encouragement. His father was very happy conveying that only very few from their village could complete their Post Graduation.

Dadi Institute of Engineering & Technology
ANAKAPALLE, VISAKHAPATNAM - 531 002, www.diet.edu.in

STUDENT GENERAL INFORMATION

Admitted Batch : 2016-20 Branch : ECE

1. Student Profile -

a. Name of the Student : Durga Prasad

b. Surname : Battu

c. Nationality : Indian d. Religion : Hindu

e. Caste : BC f. Category : D

g. Date of Birth : 29/05/1999 h. Place of Birth : Athava

i. Hall Ticket No. : 16091A0951

j. Aadhar No. : 318911295185

k. Residence Address : Door No. -
Building Name / Flat : -
Street : Athava (vill), Nopada (Crd)
City : - District : Vizianagaram
State : Andhra Pradesh Pin Code : 535281

l. Student Mobile No. : 7032045309

m. Residence Landline No. : -

n. E-Mail of Student : boddudurgaprasad2016@gmail.com

o. Mother Tongue : Telugu

2. Profile of Parents -

a. Name of the Father : Appala Reddy

Occupation : Farmer

Landline : - Mobile No. : 9848218419

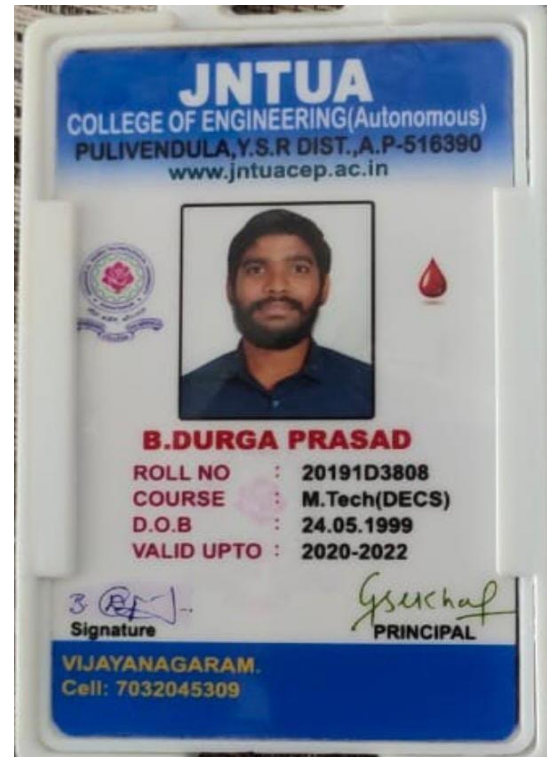
Education : ITI E-Mail id : -

b. Name of the Mother : Chakayamma

Occupation : Home Maker

Education : - E-Mail id : -

Mobile No. : -





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NH-16, Anakapalle – 531002, Visakhapatnam, A.P.

Mobile: +91 9963981111, Website: www.diet.edu.in, E-mail: info@diet.edu.in

Name: Chandrika P

Branch: ECE

Batch: 2017-21

Academic Journey:

She is from a remote place named madugula . She need to travel nearly 90km to and fro from her home to college daily. The transport facility is very poor , only 1 bus for every 2 hrs. Her education is from Govt. Institutions. Initially she was lagging in her academics with couple of backlogs. The mentor suggestions in every semester were to improve the communication skills. She took up all those suggestions positively, improved herself in Academics and by end of her final year, she cleared all her subjects. She finally stood as a role model for all the girls coming from govt institutes and a remote village by placing in a top MNC “TCS”.

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STUDENT GENERAL INFORMATION

Admitted Batch : 2017-2021 Branch : ECE

1. Student Profile -

a. Name of the Student : Chandrika
b. Surname : Palakurthi
c. Nationality : Indian d. Religion : Hindu
e. Caste : Jitpukape f. Category : BC-D
g. Date of Birth : 13/8/2000 h. Place of Birth : madugula
i. Hall Ticket No. : 17041A0444
j. Aadhar No. : 326407639831
k. Residence Address : Door No. : 7/51
Building Name / Flat :
Street : Navara Street
City : madugula village, District : visakhapatnam
State : Andhra Pradesh Pin Code : 531027

III YEAR Photograph

IV YEAR Photograph

l. Student Mobile No. :
m. Residence Landline No. :
n. E-Mail of Student : Chandrika.palakurthi@gmail.com
o. Mother Tongue : Telugu

2. Profile of Parents -

a. Name of the Father : P. Satya Rao
Occupation : co. owner
Landline : Mobile No. : 9550320939
Education : Inter E-Mail id :
b. Name of the Mother : P. satya veni
Occupation : Home maker
Education : B E-Mail id :
Mobile No. : 8096121564



Offer: Computer Consultancy
Ref: TCSL/DT20229816740/Chennai
Date: 16/02/2022

Ms. Chandrika Palakurthi
7-101 Navara Street,
V. Madugula,
Visakhapatnam-531027,
Andhra Pradesh.
Tel# -

Dear Chandrika Palakurthi,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/DT20229816740

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
415/21-26, Kaman Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office: Normal Building, 9th Floor, Naiman Point, Mumbai 400 021
TCS Careers ServiceLine: 1800 299 3111 Email: careers@tcs.com



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Name: Y Sai Surendra

Branch: ECE

Batch: 2018-22

Academic Journey:

Initially He was an average student with a single backlog in his first semester. Parents use to visit college and speak with the mentor about his performance. He got very fascinated with friends and other activities and became a very careless student from the 2nd semester onwards. In 2nd semester he got failed in 3 subjects. He started giving least priority to academics and piled up a couple of backlogs till 3rd year. His mentors used to give a special attention towards his development by which he proved himself back again in 7th semester by clearing all the subjects. And finally with the help of mentors support he also got a software job in this final semester. His parents were very great full for the faculty and college for supporting their child in all means and ending his engineering life with a fruitful job.

Dadi Institute of Engineering & Technology
ANAKAPALLE, VISAKHAPATNAM - 531 002, www.diet.edu.in

STUDENT GENERAL INFORMATION

Admitted Batch: 2018 Branch: ECE

1. Student Profile

a. Name of the Student: Sai Surendra
b. Surname: Yelamarthi
c. Nationality: Indian d. Religion: Hindu
e. Caste: Vyasa f. Category: OC
g. Date of Birth: 17/08/2000 h. Place of Birth: Anakapalle
i. Hall Ticket No.: 18041A0439
j. Aadhar No.: 4904 0161 7783
k. Residence Address: Door No. 12-5-14/1
Building Name / Flat: _____
Street: Bazar vari Street
City: Anakapalle District: Visakhapatnam
State: Andhra Pradesh Pin Code: 531001

l. Student Mobile No.: 9063472373
m. Residence Landline No.: _____
n. E-Mail of Student: saisurendra16@gmail.com
o. Mother Tongue: Telugu

Profile of Parents -

a. Name of the Father: Y. Laxmi Rao
Occupation: Business
Landline: _____ Mobile No.: 9247448037
Education: X E-Mail id: _____

b. Name of the Mother: Y. Ratnamala
Occupation: Home maker
Education: IV E-Mail id: _____
Mobile No.: 8121181330

III YEAR Photograph
IV YEAR Photograph

----- Forwarded message -----

From: **Rajyalakshmi** <rajyalakshmi.bavara@chandusoft.com>
Date: Tue, May 24, 2022 at 5:00 PM
Subject: Chandusoft Technologies Pvt Ltd - Job Offer.
To: <saisurendra421@gmail.com>
Cc: <tpo@diet.edu.in>, Mrudula Gollapalli <mrudula.gollapalli@chandusoft.com>

Mr. Sai Surendra,

Congratulations on your offer from Chandusoft Technologies Private Limited. We are delighted to offer you the position of JUNIOR ENGINEER - ITES with an anticipated start date of 06th June 2022(Monday) at 9AM in the Office(Duvvada).

Following are the documents which need to be submitted at the time of your joining

01. 10th Standard(Xerox)
02. Intermediate(Xerox)
03. B. Tech 1(1) - 3(2) Mark memos(Xerox)
04. Aadhar 4 copies Xerox
05. Blood report Xerox
06. Bank account Xerox
07. 4 Passport size photos
08. Original certificates

In the meantime, please don't hesitate to reach out to me through email if you should have any questions or concerns.

We look forward to hearing from you and hope you'll join our team!

Warm Regards,

—
Rajyalakshmi Bavara,
HR Assistant
Chandusoft Technologies Private Limited,
SDF IV Block II nd Floor



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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

Mentoring Report

The Institute emphasizes on monitoring the students in regular basis throughout the years. It has been designed a special mentoring book for each student for observation in keen manner to improvement of the student career by year to year in all aspects. The mentor book consists of monthly attendance, performance in internal and external examinations along with personality development like behavior, monitoring and counseling year to year increase in achievements, participations in seminar/workshops/ paper presentations/ skill based certification programmes, extension activities etc., in regular monitoring.

In this best practice of maintaining the mentoring/ counseling, most of the students were benefitted in performance, placements and in higher studies. For example, a student mentioned below studied **B. Tech (CSE) during 2017-21**. After regular mentoring on attendance and performance, she was developed.

Student Name: Konathala Bhargavi

Roll No: 17U41A0574

- She was poor in technical skills initially and the mentor advised her to improve her technical skills by attending skill-based certification courses, which she did, took up later.
- She attended the communication skill and soft skills classes regularly. She improved her vocabulary and practiced TOEFL, etc.
- She got an M.S. seat at De Montfort University, Leicester, U.K. in December 2021 and she joined in M.S.



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In this best practice of maintaining the mentoring/ counseling, most of the students were benefitted in performance, placements and in higher studies. For example, a student mentioned below studied **B. Tech (CSE) during 2017-21**. After regular mentoring on attendance and performance, she was developed.

Student Name: **Bollam Reddy Jyothi**

Roll No: **17U41A0565**

- She failed one subject in I year I semester and two subjects in I year II semester. After continuous monitoring and conducting remedial classes, she was passed.
- She was poor in mathematics and her mentors advised her to attend backlog classes.
- She attended the communication and soft skill classes on her mentor's advice. She improved her vocabulary.
- Even though her parents were not well educated, her mentors gave her all the moral support she needed to develop.
- She got an M.S seat at DE Montfort University, Leicester, U.K., in October 2021 and joined in M.S

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In this best practice of maintaining the mentoring/ counseling, most of the students were benefitted in performance, placements and in higher studies. For example, a student mentioned below studied **B. Tech (CSE) during 2018-22**. After regular mentoring on attendance and performance, she was developed.

Student Name: **KARRI PELSEA**

Roll No: **18U41A0526**

- She developed herself drastically under the guidance and monitoring of her mentors regularly.
- She improved at attending classes regularly.
- She was poor in her communication skills and advised her to attend communication and soft skills classes regularly. She improved her vocabulary and practiced in BEC classes too.
- She was advised to attend seminars, workshops and present papers regularly. She had overall improved herself in all the aspects with continuous mentoring.
- She got selected by many MNCs like
 1. In November 2021, Wipro hired her as a Project Engineer.
 2. TATA Consultancy Services Limited (TCSL) as Assistant System Engineer in December 2021.
 3. Capgemini as an analyst in 2021.
 4. In Infosys, joins as a systems engineer in March 2022.



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In this best practice of maintaining the mentoring/ counseling, most of the students were benefitted in performance, placements and in higher studies. For example, a student mentioned below studied **B. Tech (CSE) during 2017-22**. After regular mentoring on attendance and performance, she was developed.

Student Name: **NAGIREDLA TEJASWI**

Roll No: **17U41A0545**

- He failed in subjects in I B. Tech I Sem. and two subjects in I Year II Sem., and he was detained in his first year. He was advised and closely monitored to attend remedial classes, was guided and was taught to know the topics in details and he cleared all his subjects with good score.
- Even though he was from a poor background and his parents were illiterate, he developed himself under the guidance and monitoring of his mentors regularly.
- He improved by attending classes regularly.
- He was advised to attend the seminars and workshops and present papers regularly. He improved a lot in his studies.
- He got selected in **Wipro** as a Project Engineer in March 2022.