



Narula Institute of Technology

81, Nilgunj Road, Agarpara, Kolkata-700109

Supporting Documents

Criteria: 2.3.3

Sample Mentorship Report



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Report for Mentorship

Date: 16/12/2019

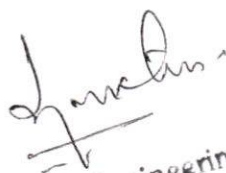
Stream: Civil Engineering

Year: 3rd

Duration: ODD Semester for academic year 2019-20.

Name of the mentor	Name of the mentee with roll number	Issue raised	Recommended solution by mentor
Mr. Abhipriya Halder	RAHUL MONDAL (430617010076)	Absent in Project viva (3.12.19)	A meeting had been arranged between subject teacher, mentor and HOD. It had been found that due to illness the student couldn't attend the Project viva. Medical certificate submitted and the Student is advised to appear in project viva. The student attended the special viva.
	SWAPNIL BANIK (430617010078)	No issue	-----
	ABHISHEK KUMAR (430617010079)	No issue	-----
	ADNAN MUSHTAQUE (430617010080)	No issue	-----
	SURYA NARAYAN SINGH (430617010081)	Not attending the Special classes (18.11.19)	A meeting had been arranged between subject teacher, mentor and HOD. It had been found that the student is irregular in the special classes and he is strongly advised to attend those classes. Student admitted about his irregularity and assured to be present in future.
	MAHUYA DEBNATH (430617010082)	No issue	-----

Abhipriya Halder


 HOD Civil Engineering Dept.
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Report for Mentorship

Date: 16/12/2019

Stream: Civil Engineering

Year: 1st

Duration: ODD Semester for academic year 2019-20.

Name of the mentor	Name of the mentee with roll number	Issue raised	Recommended solution by mentor
Mr. Rajkumar Banerjee	ATUL TIWARY (430619010024)	Poor Attendance 27.09.19	A meeting had been arranged between subject teacher, mentor and HOD. It had been found that due to illness the student couldn't be present in the college. Medical certificate submitted and the Student is advised to be regular in class. The student assured that he will be regular in class as he has recovered from his illness.
	HEMANT KUMAR (430619010025)	No issue	----
	ABDUR RAHMAN (430619010026)	No issue	----
	SOURAV GHOSH (430619010027)	No issue	-----
	HOSNE MUBAROK (430619010028)	Absent in Unit Test-1 22.10.19	A meeting had been arranged between subject teacher, mentor and HOD. It had been found that due to some local disturbances in his residential zone, the student was unable to reach the college in time to attend the Unit Test-1. The student consented for appearing in special Unit Test-1 and the same has been arranged by the respective subject teacher.

Rajkumar Banerjee

[Signature]
HOD Civil Engineering Dept.
Narula Institute of Technology

[Signature]
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Report for Mentorship

Date: 18/07/2019

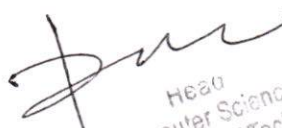
Stream: Computer Sc & Engineering

Year: 2nd Year

Duration: ODD Semester for academic year 2019-20.

Name of the mentor	Name of the mentee with roll number	Issue raised	Recommended solution by mentor
Mr. Koushik Karmakar	SULAGNA DEB (430118020014)	No issue	----
	SAHELI SUR (430118020018)	She couldn't follow some lectures properly	We have arranged a meeting with the concerned subject teachers and a few special classes has been arranged for her
	KANGANA KANJILAL (430118020024)	No issue	-----
	KAJAL PAUL (430118020026)	No issue	-----
	SHALINI CHOWDHURY (430118020027)	She also couldn't follow lab class properly	We also arranged a meeting between the student, corresponding teacher and the technical assistant. Then her problem was solved.

Koushik Karmakar


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Report for Mentorship

Date: 13/03/2020


Stream: Computer Sc & Engineering

Year: 1st Year

Duration: EVEN Semester for academic year 2019-20.

Name of the mentor	Name of the mentee with roll number	Issue raised	Recommended solution by mentor
Ms. Ananya Banerjee	ROHAN PANJA (430119010072)	No issue	-----
	TITAS DAS (430119010073)	He has some problems with one of his friends	We talked to both the students. We counselled both of them. After that their misunderstanding has been solved.
	ANKUR BISWAS (430119010074)	No issue	-----
	ROMIT GUPTA (430119010075)	No issue	-----
	BIDYUT GHOSH (430119010078)	No issue	-----
	ANKUSH KARMAKAR (430119010079)	No issue	-----

Ananya Banerjee


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Report for Mentorship

Date: 12/09/2019


Stream: Computer Sc & Engineering

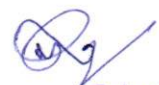
Year: 1st Year

Duration: ODD Semester for academic year 2019-20.

We have conducted meeting with my mentees today between 2:00 to 3:00 pm. Students shared their problems with us. We also expressed our views. Outcome of today's meeting are described below:

Name of the mentor	Name of the mentee with roll number	Issue raised	Recommended solution by mentor
Mr. Jayanta Pal	MAYUKH GHOSH DASTIDAR (430119010009)	1. He faced some problems in understanding theory classes 2. He couldn't collect books from book bank as he was absent on that day when books were distributed.	1. We have understood his problem and subsequently a meeting has been arranged between him and the concerned subject teacher. Respective teacher then arranged some special classes for him and then his problem was solved. 2. We have communicated his problem to the library section. An alternative date was given to him when he would collect books from library.
	ABIR BANERJEE (430119010010)	No issue	-----
	RITOBHAS ROY (430119010011)	No issue	-----
	SUJAAN MAITRA (430119010012)	No issue	-----
	SUDHAJIT DEY (430119010014)	Faced problems in understanding lectures in English	We assured him that teachers will take care of this issue. And special English communication classes will be arranged very soon for all the 1st year students.


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Report for Mentorship

Date: 14/03/2020

Stream: Electronics and Communication Engineering

Year: 1st Year

Duration: EVEN Semester for academic year 2019-20. Date of Meeting: 05/03/2020

Name of the mentor	Name of the mentee with roll number	Issue raised	Recommended solution by mentor
Dr. Sandhya Pattanayak	PALLAB KISHOR MANDAL (430219010039)	No issue	----
	MAYUKH GHOSH (430219010040)	No issue	-----
	SRIJIT KARMAKAR (430219010041)	Low attendance	Asked to attend classes regularly, scored less in a few subjects so asked to attend classes regularly and meet with guardian.
	RATHINDRA PRAMANICK (430219010043)	No issue	-----
	SUVOJIT SARKHEL (430219010046)	Low marks in 1 st Semester	Previous semester result- 6.2 target as -8 in this sem. Asked to prepare study material regularly, Improvement in the class test as result is on average 11/15

Sandhya Pattanayak

Sandha
Head, ECE
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Report for Mentorship

Date: 29/11/2019

Stream: Electronics and Communication Engineering

Year: 1st

Duration: ODD Semester for academic year 2019-20. Date of Meeting: 25.10.2019

Name of the mentor	Name of the mentee with roll number	Issue raised	Recommended solution by mentor
Mr. Abhijit Ghosh	PANKAJ OJHA (430219010079)	No issue	-----
	ARITRA BASAK (430219010080)	No issue	-----
	SIDDHARTHA BANERJEE (430219010081)	Low attendance	Guardian was called and a meeting had been arranged between mentor and HOD sir Discussion about education related topic and make them concern about the attendance and make them concern about soft skill classes and How to calculate the Marks in semester.
	ANIKET SADHUKHAN (430219010086)	No issue	-----
	SOUMADIP BHOWMICK (430219010087)	Low attendance	Guardian was called and a meeting had been arranged between mentor Discussion about education related topic and make them concern about the attendance. Also discussion on their family background marks in previous examinations and their extracurricular activities.

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Abhijit Ghosh
 25/10/2019

Report for Mentorship

Date: 10/12/2019

Stream: Electrical Engineering

Year: 1st Year

Duration: ODD Semester for academic year 2019-20.

Name of the mentor	Name of the mentee with roll number	Issue raised	Recommended solution by mentor
Ms. Pratyusha Biswas Deb	PRIYAM GHOSH (430319010032)	No issue	-----
	SUFAL DHAR (430319010033)	Problem occurred regarding online semester examination fees payment. 30.11.19	After telephonic conversation with student, he sent an email to mentor and after getting this email mentor forwarded it with consent HOD to the accounts department. After that this student came to college to direct submit fees to accounts section.
	RISHAV KUMAR (430319010034)	No issue	-----
	SURODEEP KUMAR SAMANTA (430319010035)	No issue	-----
	MANOJIT BASAK (430319010037)	Absent in Unit Test-2 23.11.19	Guardian was called and a meeting had been arranged between subject teacher, mentor and HOD sir. It had been found that due to illness the student couldn't appear in the Unit Test-2. Medical certificate submitted and special Unit Test-2 has been arranged by the respective subject teacher. Student appeared in special Unit Test-2 in front of subject teacher.

Pratyusha Biswas Deb

Tabamita Banerjee Roy
 H.O.D. EE Department
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Report for Mentorship

Date: 07/12/2019

Stream: Electrical Engineering

Year: 2nd Year

Duration: ODD Semester for academic year 2019-20.

Name of the mentor	Name of the mentee with roll number	Issue raised	Recommended solution by mentor
Mr. Arkendu Mitra	AMIR AKHTAR KHAN (430319010032)	Absent in Unit Test-1 26.09.19	Guardian was called and a meeting had been arranged between subject teacher, mentor and HOD sir. It had been found that due to illness the student couldn't appear in the Unit Test-1. Medical certificate submitted and special Unit Test-1 has been arranged by the respective subject teacher. Student appeared in special Unit Test-1 in front of subject teacher.
	DIBYENDU BHANDARY (430319010033)	No issue	-----
	TUSHAR DAS (430319010034)	No issue	-----
	TUSHAR DAS (430319010035)	Not attend classes for several days (8 th August to 31 st August, 2019) due to his check-up in Chennai. 09.09.19	As discussed with his guardian, he gave written application regarding it.. After receiving the confirmation application from guardian, mentor forwarded this letter with consent HOD and subject teacher also for taking as a special case.
	ARPAN MANDAL (430319010037)	No issue	-----

Arxendu Mitra

Nabamita Banerjee Roy
 H.O.D. EE Department
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Report for Mentorship

Date: 07/03/2020

Stream: Electronics and Instrumentation Engineering

Year: 2nd

Duration: EVEN Semester for academic year 2019-20.

Date of meeting: 03.03.2020

Name of the mentor	Roll no.	Name of the mentee	Issue raised	Recommended solution by mentor
Ms. Sanghamitra Layek	430516020037	PROGYA SAHA	Related to Placement and Higher studies	The student has issue related to the preparation for placement and higher students. The students has been motivated for higher education.
	430516020041	RUMELI DAS	No issue	-----
	430516020042	SABORNI DATTA	No issue	-----
	430516020045	SANANDA DAS	Poor Attendance	The student has poor in the month of January and February 2020. The student has been instructed to do the classes properly and submit application with relevant documents supporting the leave.

Sanghamitra Layek

Pansari Deb Rajender
 H.O.D.T.I.E.
 Dept. of E.I.E
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[Signature]
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Report for Mentorship

Date: 20/12/2019

Stream: Electronics and Instrumentation Engineering

Year: 2nd

Duration: ODD Semester for academic year 2019-20.

Name of the mentor	Roll no.	Name of the mentee	Issue raised	Recommended solution by mentor
Ms. Bansari Deb Majumder	430519020001	SUKANYA MUKHERJEE	No issue	-----
	430519020006	SHIBANGY DAS	No issue	-----
	430519020008	DIPANJANA MOHANATA	Failed to do the form fill up of the semester examination. 28.11.19	The student has failed to do the form fill up. The guardian meeting has been called over telephone and discussion has been made. The student has been advised to submit an application form.

Bansari Deb Majumder
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Report for Mentorship

Date: 16/12/2019

Stream: Information Technology

Year: 2nd Year

Duration: ODD Semester for academic year 2019-20.

Name of the mentor	Name of the mentee with roll number	Issue raised	Recommended solution by mentor
Ms. Shyamapriya Choudhury	ROHAN LAL KESHRI 430418010057	No Issue	-----
	ISHU AAYUSH 430418010058	Absent in unit test-1 (11.09.19)	Guardian was called and a meeting had been arranged between subject teacher, mentor and HOD sir. It had been found that due to illness the student couldn't appear in the Unit Test-1. Medical certificate submitted and special Unit Test-1 has been arranged by the respective subject teacher. Student appeared in special Unit Test-1 in front of subject teacher.
	ZHONG SHAN HUI 430418010059	No Issue	-----
	BRIJESH KUMAR YADAV 430418010060	Wifi problem in hostel (27.11.19)	The student was called and a meeting had been arranged between mentor, hostel warden and System Admin. After a long discussion it was decided that System Admin will directly check all the lines and will talk with the network vendor if the problem persists.
	AISIK BISOI 430418010061	No Issue	-----





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Report for Mentorship

Date: 06/12/2019

Stream: Information Technology

Year: 4th

Duration: ODD Semester for academic year 2019-20.

Name of the mentor	Name of the mentee with roll number	Issue raised	Recommended solution by mentor
Mr. Soumya Bhattacharyya	ARPITA NATH 430416020008	Poor Attendance (22.10.19)	A meeting had been arranged between Guardian of the student, mentor and HOD sir. It had been found that due to parent's illness she couldn't attend regular classes. The student promised to attend classes further, however her parent's medical certificate was kept for future reference.
	ATRAYEE SAHA 430416020009	No Issue	-----
	DEBPRIYA BANERJEE 430416020015	Problem in understanding some topics of Business Analytics paper. (22.10.19)	A meeting had been arranged between the mentor, subject teacher and the student. After hearing the problem in detail, the subject teacher decided to take some extra classes for solving the issue.
	DISHARI CHAKRABORTY 430416020016	No Issue	-----
	INDRANI BARDHAN 430416020018	No Issue	-----

Soumya Bhattacharyya



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Report for Mentorship

Date: 16/12/2019

Stream: Mechanical Engineering

Year: 2nd Year

Duration: ODD Semester for academic year 2019-20.

Name of the mentor	Name of the mentee with roll number	Issue raised	Recommended solution by mentor
Dr. Bikash Panja	NILOTPAL GOPE (430718010030)	No issue	-----
	SAURAV SUMAN (430718010031)	Absent in Unit Test-1 (26.09.19)	Guardian was called and a meeting had been arranged between subject teacher, mentor and HOD sir. It had been found that due to illness the student couldn't appear in the Unit Test-1. Medical certificate submitted and special Unit Test-1 has been arranged by the respective subject teacher. Student appeared in special Unit Test-1 in front of subject teacher.
	SUMIT SAHA (430718010032)	No issue	-----
	UTTIYA CHAKI (430718010034)	No issue	-----
	SUBHAM SHAW (430718010036)	No books are issued from book bank due to unable to attend of distribution date. (23.07.19)	As discussed with the guardian of the student, he stated that due to some family problem his son is unable to attend for receiving the books. After receiving the confirmation application from guardian, mentor forwarded this letter with consent HOD to the Librarian with a request to provide books to the student as a special case.

B. Panja
16/12/19

Bhah
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