



## Faculty Development Program



**VIT**<sup>®</sup>  
Vellore Institute of Technology  
(Deemed to be University under section 3 of UGC Act, 1956)

**Title :** Course File Preparation for Accreditation Purposes

**Date :** 2026-02-05 - 2026-02-05

**Time :** 11:45 - 13:15

**Venue :** SMV 209

### Event Outcome

- Demonstrate proficiency in preparing the course file for accreditation purposes



#### **Resource Person 1 - Details**

**Name :** Peri Kameswara Kameswaran

**Designation :** Associate Professor Grade 2, School of Advanced Sciences

**University/ Company :** VIT, Vellore

**Address :** India, 632014.

#### **Resource Person's Profile :**

##### **1. Profile of Peri Kameswara Kameswaran**

Dr. Peri Kameswara Kameswaran, Associate Professor Grade-II, Department of Mathematics, School of Advanced Sciences, Vellore Institute of Technology. He obtained his M.Sc. and Ph.D. Degrees from Andhra University, Visakhapatnam, Andhra Pradesh and Post- doctoral Fellow from University of Kwazulu-Natal, Pietermaritzburg, South Africa, He has more than 15 Years of Teaching and Research Experience. He has published more than 60 research papers in the reputed international journals like ASME Journ

It aims to focus on the preparation of course files for accreditation purposes. In the preparation of course files, the faculty has to prepare and maintain a set of documents that are compiled as a course file. The important documents in any course file are the lesson plan, continuous internal evaluation, continuous internal evaluation analysis, corrective action, and preventive action. These documents are essential from a course file perspective point of view

Planning and Documentation Tools

Course File Template Standardized format Excel or Word orPDF

Lesson Plan Template Weekly Session wise planner

Syllabus Mapping Sheet CO PO PSO mapping table

2 CO PO Attainment and Analysis Tools

Excel CO PO Attainment Calculator

Direct attainment formula

Indirect attainment surveys

Weighted averages

**Coordinator's:** Prof. VENKAT KUMAR S 10630 - Professor Grade 2 - SBST  
Prof. SHANTHI V 12147 - Professor Grade 2 - SBST