



Name of the Faculty		Course Code	
Designation		Course Name	
Department		Course Semester	
Academic Year		No. of Students	Course Department

**List of Content in Course file (UG & PG Courses - Internship, Mini Project & Project)**

S.No.	List of Documents	Verified	Auditor Remarks
1.	Vision & Mission of the Institute and Department, PEOs, PSOs & POs		
2.	Course Syllabus with Objectives & Outcomes		
3.	Mapping of CO & PO and Mapping of CO & PSO (if applicable)		
4.	Academic Calendar		
5.	Faculty Time Table		
6.	Class Time Table		
7.	Course Coordinator Meeting Minutes (if applicable)		
8.	Lesson Plan		
9.	Nominal Roll		
10.	Review Committee Details		
11.	Review Schedule Details		
12.	Review – I & II Mark Statement along with Rubrics		
13.	Autonomous Internal Mark Statement		
18.	Review Report		
18.	Sample Project Report		
19.	Certificates (if applicable)		
21.	End Semester Result and Analysis		
22.	Overall Attainment (after end semester results)		

\* 5% Report & record of total class strength

Staff Incharge		HoD
Auditor 1		
Auditor 2		
Auditor 3		