



KESHAV MEMORIAL INSTITUTE OF TECHNOLOGY
Narayanaguda, Hyderabad, Telangana-29
DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING
IV YR_B. Tech. SEM - I
Guidelines for Technical Seminars



GUIDELINES FOR FACULTY REVIEWERS

- Review the entire presentation and assign marks in the google sheet shared by Technical Seminar Incharges.
- Assign marks based on the following criteria:
 - **Division of marks:**
 - A) PPT Content - 25 marks
 - B) Presentation - 25 marks
 - C) Viva - 25 marks
 - D) Documentation - 25 marks
- Reviewer should allot marks for A), B) and C).
- Select Best 5 and Average 5 students' PPTs.
- Time duration for each presentation should not exceed 15 – 20 minutes.

GUIDELINES FOR SUPPORTING FACULTY

- They should take attendance during Presentation.
- Collect **Best** 5 and **Average** 5 students' PPTs (soft copy) and Document (Hard Copy) separately and submit the same to respective Seminar Incharges.
- Upload in the drive which is shared with you.
- Make sure that students wear college Id card while giving presentation.
- Enter the marks in the excel sheet immediately after completing the presentation.
- Handover best and average documents (both hard and soft copies) to respective incharges.