



## Department of Computer Science and Engineering (CSE)

**Subject:** Two-days Hands-on Workshop on “Effective Implementation of Teaching–Learning Processes Through High-Quality Handout Preparation” by the computer Science And Engineering

**Organizer:** computer Science And Engineering, KLEF

**Event Title:** Two-days Hands-on Workshop on “Effective Implementation of Teaching–Learning Processes Through High-Quality Handout Preparation

**Dates:** 25th -26 November 2025

**Time:** Forenoon (FN): 10.00 AM to 12.00 Noon

Afternoon (AN): 2.00 PM to 4.00 PM

**Venue:** Jasmine Hall

**Target Audience:** Faculty of KLEF college

- CSE
- CS&IT
- AI&DS
- EL&GE
- IR&D
- MDI&E

**Overview:** The Department of computer Science And Engineering organized a Two-days hands-on workshop titled “Effective Implementation of Teaching–Learning Processes Through High-Quality Handout Preparation” to provide participants with practical skills and advanced techniques in the domain of Course Handout Preparation . This initiative was aimed at enhancing the faculty's competencies in the field of Research.

**Resource Person:** Dr. Aravindan Alagarsamy, Associate Dean Academics

• Dr. M. Kavitha, Associate Dean Academics

• Dr. T. Praveen, Associate Dean Academics As an experienced professional in the field of Reserch, brought invaluable insights and expertise to the participants, enriching their learning experience.

**Objective:** The workshop aimed to:

1. Equip Faculty with practical skills in formation of course handout.
2. Provide advanced techniques in preparation of Teaching Learning Process
3. Strengthen the University's Research activities.

**Activities Conducted:** The workshop included hands-on sessions that covered various aspects of syllabus formation, lesson plan creation, Lab Conduction Activities and methods.

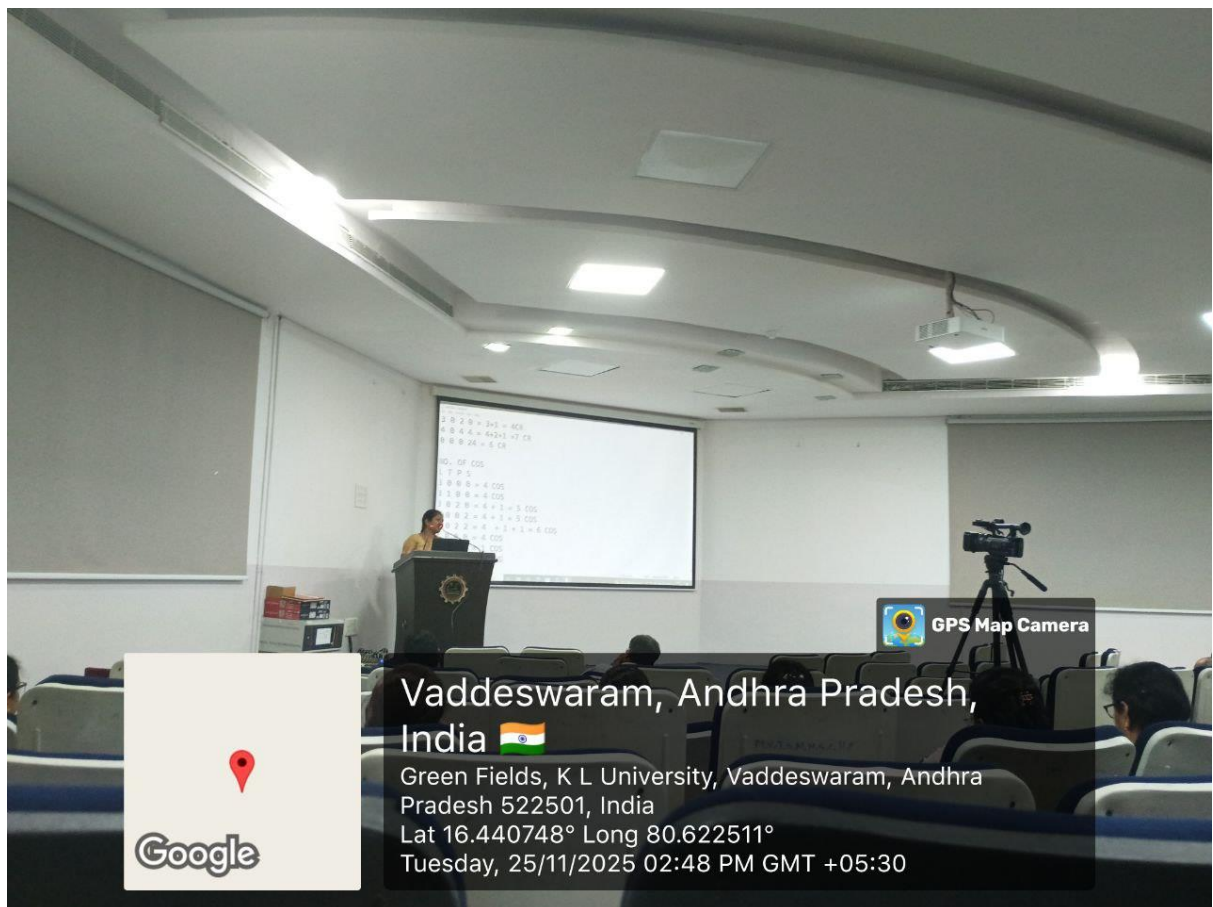
**Outcome:** Participants gained:

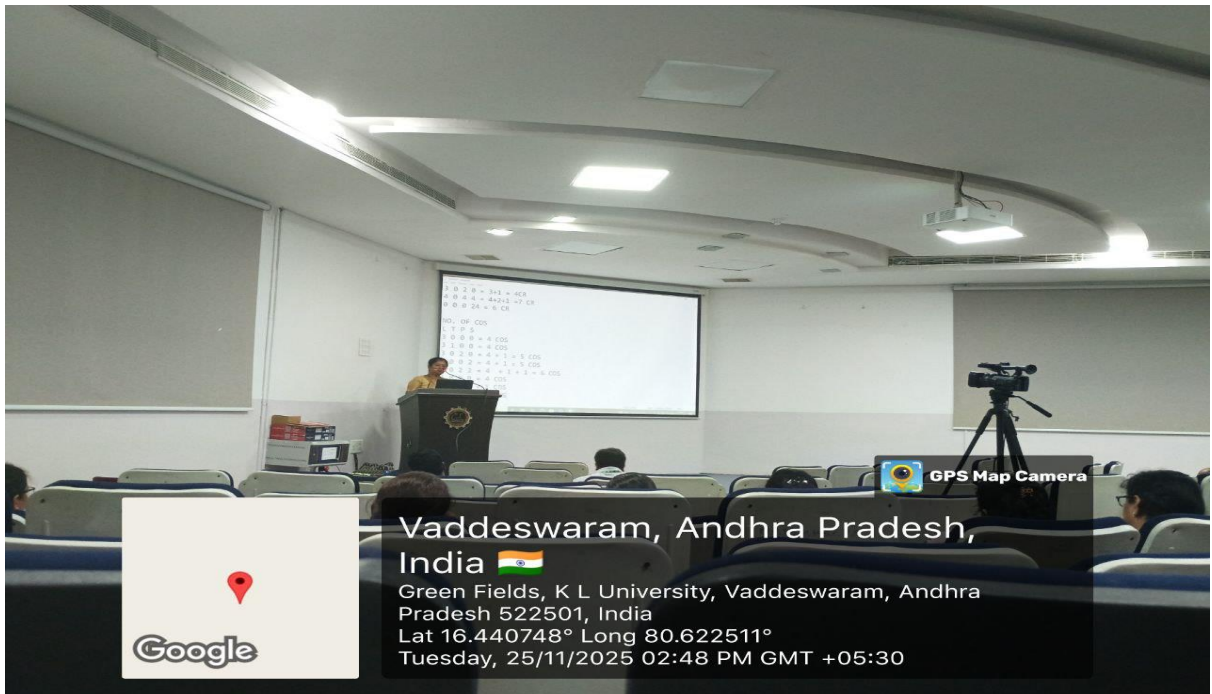
- knowledge on various lesson plan creation and lab Handling procedures
- An understanding of the practical challenges and solutions in various Teaching Learning process activites.

- Enhanced awareness of Course Handout Preparation.

**Feedback:** The workshop received overwhelmingly positive feedback from participants, who appreciated the practical orientation and depth of knowledge shared by the resource person. Faculty expressed confidence in applying the skills learned in real-world scenarios.

**Conclusion:** The Department of computer Science And Engineering successfully conducted the “Effective Implementation of Teaching–Learning Processes Through High-Quality Handout Preparation” workshop, contributing significantly to the professional development of Faculty in the domain of Research and funding. This aligns with KLEF’s commitment to fostering technical excellence and industry readiness among its students.





**Prepared by:**  
**Mr. Subba Rao Maram**  
**Assistant Professor**  
**Department of Computer Science and Engineering**  
**KL University-Vadeswaram-Gunturu.**

Ref: KLEF/RO/ASC/Workshop/2025-26

Date

: 21-11-2025

**Orders of the Hon'ble Vice-Chancellor dt. 21-11-2025**

**CIRCULAR**

**Sub:** Conduction of Two-Day Workshop on “**Effective Implementation of Teaching–Learning Processes Through High-Quality Handout Preparation**” on 25th & 26th November 2025 by Academic Staff College, KLEF, Vaddeswaram campus – Communication – Reg.

**Ref:** Letter dt. 20-11-2025 received from Dr. Radhika Rani Chintala, Principal, Academic Staff College.

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This is to inform that the Academic Staff College in collaboration with the Office of Dean Academics, is organizing a Two-Day Workshop on “**Effective Implementation of Teaching–Learning Processes Through High-Quality Handout Preparation**” for all **Course Coordinators of the 2025–26 Even Semester**.

Dates : 25th and 26th November 2025

Timings : Forenoon (FN): 10.00 AM to 12.00 Noon

Afternoon (AN): 2.00 PM to 4.00 PM

Venue : Jasmine Hall

**Resource Persons:**

- Dr. Aravindan Alagarsamy, Associate Dean Academics – TLP
- Dr. M. Kavitha, Associate Dean Academics – TLP
- Dr. T. Praveen, Associate Dean Academics – TLP

All Course Coordinators are required to attend either the FN or AN slot on both days during their SRP Schedule. **Attendance on both days in the respective slot is mandatory.**

All Deans, Directors, Principals, and HoDs are requested to ensure that the Course Coordinators from their respective units attend the workshop without fail.

**REGISTRAR**

Mail & Hard copy to: Hon'ble President, KLEF

Mail to: Hon'ble Vice-Presidents,

KLEF

Mail & Hard copy to: Hon'ble Pro Chancellor

Mail & Hard copy to: Hon'ble Vice-Chancellor

Mail & Hard copy to: Pro Vice-Chancellors

Mail to: Chief Coordinating Officer-Dr.A. Jagadeesh

Mail to: Special Officer -Dr.A. Vani

Mail to: All Advisors / All Deans / All Principals / All Vice-Principals / All Sr.Directors / All Directors / All Additional Deans

Mail to: Controller of Examinations-Dr.A.S.C.S.Sastry

Mail to: Joint Registrar / Deputy Registrar / Sr.Manager (Alumni Relations) & AR-Sri A.Krishna Rao / AR-Dr.MVAL Narasimha Rao

Mail to: All HoDs / All Alternate HoDs / All Deputy HoDs

Mail to: KL H - Principal Off Campus Centre, Aziz Nagar Campus / KL H - Principal Off  
Campus Centre, Bowrampet

Vice-Principal / Director / Deputy Director

Mail to: Chief Technical Officer (CTO)-Mr.A.Satya Kalyan

Mr. Raja Sekhar, Emp. No. 2482, Jr. Network Administrator (E-mail:  
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Mail to: Professor In-charge, EduTech, Animation-Dr. M. Siva Kumar, Assoc. Professor, ECE

Mail to: Principal-Academic Staff College

All Deans, Directors, Principals and HoDs

All Faculty members

Thanks & Regards



**O/o REGISTRAR**

C-006, EXTN. NO. 1200

**KONERU LAKSHMAIAH EDUCATION FOUNDATION**

(Category -1, Deemed to be University estd. u/s. 3 of the UGC Act, 1956)

◆ Approved by AICTE ◆ ISO 21001:2018 Certified

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**List of Participants:**

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