

20.12.2014

From
The Members of Mentorship Committee
RVIM
Bangalore - 41.

To
The Director
RVIM
Bangalore -41.

Respected Sir,

Sub: Submission of consolidated mentorship report for I Semester and III Semester for the month of November 2014

With respect to the above please find enclosed consolidated mentorship report for I semester and III semester for the month of November 2014.

This report is prepared based on the common observations of mentorship meeting held by faculty members for the month of November 2014 for I semester and III Semester MBA students.

Please do the needful.

Yours faithfully,

Dr. A. Narasima Venkatesh -

Dr. Narasima Venkatesh
20/12/14.

Mr. G. Mahesh -

MPF
20/12/14

Ms Rashmi Shetty -

Rashmi
20/12/14

6/1
22/12

Consolidated Mentorship Report for the month of November 2014
I Semester Students

- Performance in the First Internal test and marks scored.
- Tips were given for better performance.
- Attendance issues when students are attending college activities.
- Introduction and approach for Internship and Placements were discussed
- Inputs were given to choose specialization subjects.
- Maintaining class room decorum, class behavior, attendance and course work.
- Tips to prepare for the surprise test
- Importance of attending Guest lectures, Seminars and Workshops.
- Participation in inter college fest and student conferences.
- Tips to face the Surprise Test for the second internal tests'

SM
22/12

Consolidated Mentorship Report for the month of November 2014-
III Semester Students

- Mentees discussed performance in the first internal test.
- Tips given for better performance.
- Interview/GD tips were shared.
- Benefits of attending the Guest lectures/seminars and Workshops conducted by the Institute.
- Mentees were given tips to improve their academic performance.
- Participation in extra curricular and sports activities.
- Mentees were instructed on class room decorum, class room behavior, discipline and regularity in attending the class room lectures.
- Tips for facing aptitude test, GDs and personal interview round in placements.
- Mentees observed more focus should be given Aptitude test in placement training programs.
- Students are happy with the PG Certificate program offered by the college.

22/12



Rastreeya Sikshana Samithi Trust

R. V. Institute of Management

CA – 17, 36th Cross, 26th Main, 4th 'T' Block, Jayanagar, Bangalore – 560041. Tel: 080 -42540300, Web: rvim.in
Accredited by NAAC with 'A' Grade

R V I M Mentorship Programme

Period: October 2014 to November 2014

For 2nd and 4th Semester

Mentorship programme at R V Institute of Management was conducted semester wise for the students. The reporting, evaluation and the presentation was also done semester wise. The mentors are the faculty members and the mentees were allotted to the mentors in chronological order according to the registration number of the students. All the girls have female mentors, but due to unavoidable situation(number of boys are more in case of first semester) some of the boys have female mentors too. In case of 3rd semeste the mentors are allotted according to the dissertation list. The mentors were also allotted with rooms to conduct their meetings. The mentors have conducted 3 meetings for their mentees in first semester and 2 meetings for their mentees in the third semester. The mentors have submitted their reports to the mentorship committee. The committee generated a consolidated report on the overall mentorship programme. These reports were submitted to the Director on regular basis.

The consolidated report was presented by Dr. A Narasima Venkatesh, Coordinator of Mentorship Committee on January 29th 2015 at 4.15 pm in the Placement Cell Board Room in the presence of the Director and available mentors. After the presentation the mentors were asked for their suggestions and inputs for improvising the forthcoming mentorship programme.



Summary of the presentation:

Meeting Number	Semester	Month	Agenda
Meeting 1	First	October	Icebreaker
Meeting 2	First	November	MBA Milestones and Behavior in the College
Meeting 3	First	December	Tips for BU examinations
Meeting 1	Third	November	Interview, GD and job oriented Tips, Behaviour in College.
Meeting 2	Third	December	Tips for BU Examinations

First Semester

Meeting 1 – Agenda: Icebreaker (Introduction to Mentorship)

1. Importance of Mentorship process was explained to the mentees
2. Personal details and family background of the mentees were collected
3. Mentors emphasized on regular attendance in attending class and being punctual to the class
4. Academic related discussions on subjects
5. Various facilities including sports and infrastructure were discussed
6. Benefits from Guest Lectures and Seminars were discussed
7. Importance of Extra-curricular and Co-curricular activities were discussed

Meeting 2 – Agenda: MBA Milestones and Behavior in the College

- 1. Tips were given to improve the internal Assessment Test Performance.**
- 2. Tips for facing surprise tests were also given**
- 3. Attendance issues when students attending other activities in college**
- 4. Introduction and approach towards internship and Placements were discussed**
- 5. Inputs were given to facilitate selection of specialization subjects**
- 6. Maintaining classroom decorum, class behavior, attendance and assignments were discussed**
- 7. Participation in Inter-College Fest and Student Conferences were encouraged.**

Meeting 3 – Tips for BU Examinations

- 1. All Mentors focused on how the Bangalore University Examinations will be conducted**
- 2. New Question Paper pattern was discussed**
- 3. Performance of mentees in Internals and improvement for the same were discussed**
- 4. Mentors stressed on various Do's and Don'ts of the Examination**
- 5. Tips related to maintaining good health before and during the examination were discussed**
- 6. Mentees were advised to prepare and maintain a proper time schedule for the preparations of the BU examination**
- 7. Mentees were advised to maintain discipline during the exam**
- 8. All doubts related to exam were clarified by the Mentors**

Third Semester

Meeting 1 – Agenda: Interview, GD and job oriented Tips, Behaviour in College.

- 1. Tips given for better internal assessment test performance**
- 2. Interview and GD Tips were shared**

3. Benefits of attending Guest Lectures and Seminars were emphasized
4. Tips for facing aptitude test, personal interview and general approach for placements were discussed
5. Mentees felt that more focus should be given training to improve Aptitude Tests in Placement Training
6. Students were happy with the PG Certificate Programmes offered by the college
7. Mentees were instructed on class decorum, behavior, discipline and attendance for the classes
8. Participation in Extra curricular, Co-curricular and Sports activities were emphasized

Meeting 2 – Agenda: Tips for BU Examinations

Performance of mentees in Internals and improvement for the same were discussed

1. Mentors stressed on various Do's and Don'ts of the Examination
2. Tips related to maintaining good health before and during the examination were discussed
3. Mentees were advised to prepare and maintain a proper time schedule for the preparations of the BU examination
4. Mentees were advised to maintain discipline during the exam
5. Tips to solve case-study was discussed
6. Mentees were advised on effective usage of study holidays for BU Examination Preparations



17-6-2015

From
The Members of Mentorship Committee
R V Institute of Management
Bangalore - 41

10 to 11 - 15 mts,
I Examinations
II Specialisations
III Mentorship

To
The Director
R V Institute of Management
Bangalore - 41
Respected Sir,

Sub: Submission of Consolidated Mentorship Report(s)
for the Month(s) of April 2015 and May 2015-Reg.

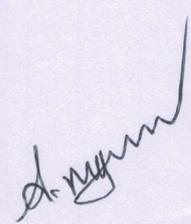
With respect to the above subject, please find enclosed consolidated mentorship report(s) for the month(s) of April 2015 and May 2015 for both II Semester and IV Semester students from the members of the mentorship committee.

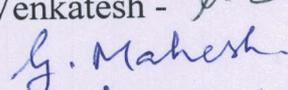
This report is prepared based on the common observations of mentorship meeting held by faculty members for the month of April 2015 and May 2015.

Please do the needful.

Thank You.

Yours faithfully,

Dr.A.Narasima Venkatesh - 

Mr.G.Mahesh - 

Ms Rashmi Shetty - 

M. make a prtn to all the faculty members.
on Sat, 20th June '15
(Morning)


18/06

Consolidated Mentorship Report for the month of May 2015
IV Semester Students

1. The performance in the second internal test related to various subjects in the fourth semester was discussed.
2. Mentors gave tips to improve performance in the subjects where the performance was not up to the expected level.
3. Mentees were advised to maintain Discipline in the campus.
4. Mentees were advised to attend classes regularly.
5. The following examination tips were given:
 - Mentees were advised to spend more time in preparing for practical subjects.
 - Mentees were advised to bring their hall ticket and identity card on all days of the examination without fail.
 - Mentees were advised not to carry mobile phones or any other electronic gadgets inside the examination hall.
 - Mentees were informed not to write anything on the question paper except their register number on the top right hand corner of the question paper.
 - Mentees were informed to follow the dress code prescribed by the Institution during all days of the examination.
 - Mentees were given tips related to maintaining good health during examinations.

Consolidated Mentorship Report for the month of April 2015
IV Semester Students

1. The performance in the first internal test related to various subjects in the fourth semester was discussed.
2. Mentors gave tips to improve performance in the subjects where the performance was not up to the expected level.
3. Mentees were advised to attend all the job opportunities provided by the placement cell.
4. Mentees who are placed were advised to maintain discipline and carry out tasks diligently given by their superiors in their respective organizations.
5. Progress in the preparation of various chapters of the dissertation work was discussed.
6. Mentorship diary was updated by the mentors.
7. Mentees were advised to maintain discipline in the campus.
8. Mentees were advised to attend the classes regularly.

Consolidated Mentorship Report for the month of May 2015
II Semester Students

1. The performance in the second internal test related to various subjects in the second semester was discussed.
2. Mentors gave tips to improve performance in the subjects where the performance was not up to the expected level.
3. Mentees were advised to maintain Discipline in the campus.
4. Mentees were advised to attend classes regularly.
5. The following examination tips were given:
 - Mentees were advised to spend more time in preparing for practical subjects.
 - Mentees were advised to bring their hall ticket and identity card on all days of the examination without fail.
 - Mentees were advised not to carry mobile phones or any other electronic gadgets inside the examination hall.
 - Mentees were informed not to write anything on the question paper except their register number on the top right hand corner of the question paper.
 - Mentees were informed to follow the dress code prescribed by the Institution during all days of the examination.
 - Mentees were given tips related to maintaining good health during examinations.

Consolidated Mentorship Report for the month of April 2015

II Semester Students

1. The Mentors discussed about placement process in the Institute and briefly explained about the forms to be filled by the mentees related to Placement cell.
2. Mentees were briefed about the Internship process that they need to carry out immediately after the completion of the II semester Bangalore University Examinations.
3. Overview of the dissertation process to be undertaken in the IV Semester.
4. The performance in the first internal test related to various subjects in the second semester was discussed.
5. Mentors gave tips to improve performance in the subjects where the performance was not up to the expected level.
6. Mentors updated the mentorship diary.
7. Benefits of attending guest lectures and seminars organized by the institution regularly.
8. Importance of participation in the extra curricular and co-curricular activities conducted in the Institute.

4th January 2016

From
The Members of the Mentorship Committee,
R V Institute of Management,
Bangalore.

To
The Director,
R V Institute of Management,
Bangalore.

Respected Sir,

Sub: Consolidated report on mentorship of 1st Semester for Dec 2015

In the context of the above subject, please find attached the consolidated report on mentorship of 1st Semester for Dec 2015.

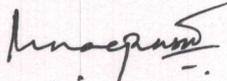
The report is based on the outcome of mentorship meeting conducted by the mentors during the months of December 2015 for the 1st semester students.

Thanking You,

Yours Sincerely,

Mentorship Committee Members

Dr. Neena Prasad



Ms. Das Sangita Hemant



Mr. Pradeep M P



Enclosed-

1. Mentorship Consolidated Report ✓

Seen and noted

2. Individual Report of Mentors ✓

Seen & noted.



04-01-16

**Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management**

Consolidated Mentorship Report

Month: December 2015

1st Semester

Agenda for 3rd and 4th mentorship meeting

- Suggesting suitable reference books to prepare notes.
- Guiding mentees to respective faculties to get clarity on concepts on subject (If required)
- Putting forth across to them the effective ways to study the subject
- The mentor will have to brief the mentees about the importance of personality development and its significance in their life
- The mentor will have to give simple and fundamental tips (know yourself, temperament, emotions, behavior, body language, self confidence etc.) on how to acquire a good and meaningful personality
- Counseling or training needs could be identified

Outcomes of the mentorship meeting:

1. Academic issues were discussed.
2. Students are happy with library facility as well as the classes engaged in the college.
3. Students were encouraged to meet concerned subject faculty for any clarifications.
4. Students expressed their happiness regarding Basic English classes.
5. Some non-commerce students are facing difficulties in Accounting for Manager Subject.
6. For exam preparation purpose, students expressed the need for study holidays.
7. Need for remedial classes for statistics subject was also expressed.
8. Personality development tips were shared by mentors on various topics like "Importance of grooming", "How to develop reading habits" and "Holistic development".
9. Students have concerns on choosing electives since majority of the placements are happening for marketing stream.

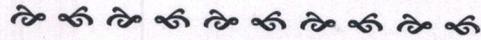
Suggestions from the mentorship committee:

1. Remedial classes for Accounts and Statistics could be held to cope up with subjects.
2. Mentees required training on spoken English as well.
3. Portions can be completed well in time so that students get sufficient time to prepare for final examination.
4. Placement department should try and bring more companies for Finance and HR specializations as well as conduct special training for students pursuing courses in Finance and HR

Teaching Staff List

Sl.No	Name	Date	Signature
1	Dr.Noor Firdoos Jahan	30/12/15	
2	Dr.G.S.Venugopal	21/1/16	
3	Dr.Neena Prasad	01/01/16	
4	Mr. N. Suresh	02/01/2016	
5	Ms. Anitha. B.M. D'Silva	4/01/16	
6	Dr. A. Narasima Venkatesh		
7	Dr. Anupama K Malagi	21/1/16	
8	Mr. G. Mahesh	2/1/2016	
9	Mr. A. Chandran	4/1/2016	
10	Mr. Manjunath S. Menedhal	02.01.2016	
11	Ms. Pavithra. S. T	02-01-2016	
12	Ms. Sowmya. D. S	05-01-2016	
13	Ms. Bhavya Vikas	04/01/2016	
14	Mr. Nagasubba Reddy	04/01/2016	
15	Mr. Gowrisha	04/01/2016	
16	Ms. Rashmi Shetty		
17	Ms. Das Sangita Hemant	02/01/2016	
18	Mr.Pradeep M.P.	2/1/2016	

Rashtreeya Sikshana Samithi Trust
R V Institute of Management



Report on
MENTORSHIP MEETING
December 2015

Mentor Name	Pavithra S T
Semester	First

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report

Comments on Mentee(s)	All the mentees attended the meeting
Summary of monthly mentorship meeting	Academic issues were discussed in the meeting. Guidance was given on how to read effectively, and perform well in the internals. Few students were finding it difficult to learn Accountancy, suggested them to solve more problems on the topics that they are finding difficult and also to revise once they reach their home.
Suggestions or actions to be taken by mentoring committee	----- nil -----

Pavithra S T
Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month of December 2015

Mentor Name	Manjunath M
Semester	I Semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	<ul style="list-style-type: none">• All the mentees are attending the mentorship meeting regularly.
Summary of monthly mentorship meeting	<ul style="list-style-type: none">• Mentorship meetings were conducted on 21.12.2015 and 28.12.2015.• Interacted with the mentees in group and also one to one to know their difficulties and problems.• All the mentees are very happy with the college environment and they are of the opinion that the institute has got necessary environment for their academic support.• Students are happy with library facilities provided to them.• Mentees were informed to attend the classes regularly and further they were informed to maintain 75% in all the subjects.
Suggestions or actions to be taken by mentoring committee	<ul style="list-style-type: none">• Some students expressed that it is difficult for them to concentrate for 2 hours session.• Some students are of the opinion that they need some remedial classes for Statistics and Accounting to cope up with the subject.• Some students who are staying in the hostel are not happy with food supplied in the hostel.• During the interaction with the mentees, it is noticed some students need training on spoken English.


Signature of the Mentor

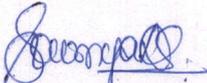
Rashtreeya Sikshana Samithi Trust
R V Institute of Management

Report on
MENTORSHIP MEETING

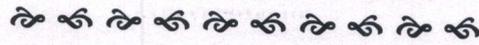
November 2015

Mentor Name	Ms. Sowmya D S
Semester	I

Mentorship Report	
Comments on Mentee(s)	Nil
Summary of monthly mentorship meeting	<ul style="list-style-type: none">✦ Collected details of mentees<ul style="list-style-type: none">✦ Number of Students - 09✦ Education Background Engineering - 02, Commerce - 06, B.Tech – 01✦ Extra-curricular activities All the mentees have taken part at college/intercollegiate level activities✦ Discussed about regular classes and their attendance in the respective subjects✦ Some of the mentees request for extension in Library timings specially evening timings✦ It was also observed that the mentees have a specific interest towards management & cultural activities and willing to participate in intercollegiate fests.
Suggestions or actions to be taken by mentoring committee	Nil


Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R V Institute of Management



Report on
MENTORSHIP MEETING
November 2015

Mentor Name	Pavithra S T
Semester	First

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report

Comments on Mentee(s)	All the mentees attended the meeting
Summary of monthly mentorship meeting	Discussed about their interest in co-curricular & extra-curricular activities. Advised to take part in the activities of the institute. Also discussed about their performance in internal tests. Few students staying in the hostel & PGs were finding difficult with the food being cooked and they were not comfortable with the same.
Suggestions or actions to be taken by mentoring committee	----- nil -----

Pavithra S T

Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month - November

Mentor Name	Dr. Noor Firdoos Jahan
Semester	I

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	All most all the mentees have discussed the same issues given.
Summary of monthly mentorship meeting	The agenda for the meeting was Academic Performance. <ul style="list-style-type: none">• All my mentees are happy with the teaching learning process happening in this semester.• They are little worried about the Accounting subject portion completion on time.• Students want some study holidays to be given to prepare for the exam.
Suggestions or actions to be taken by mentoring committee	<ul style="list-style-type: none">• Some additional classes can be arranged for Accounting subject.• Study holidays can be given

Signature ^{NT 30/12/15} of the Mentor

Rashtreeya Sikshana Samithi Trust
R V Institute of Management



Report on
MENTORSHIP MEETING
October 2015

Mentor Name	Pavithra S T
Semester	First

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report

Comments on Mentee(s)	All the mentees attended the meeting
Summary of monthly mentorship meeting	Collected the basic information given in the mentorship record. Discussed about their involvement in the class and suggested on how to improve their concentration level.
Suggestions or actions to be taken by mentoring committee	----- nil -----

Pavithra S T
Signature of the Mentor



Rastreeya Sikshana Samithi Trust

R. V. Institute of Management

CA – 17, 36th Cross, 26th Main, 4th 'T' Block, Jayanagar, Bangalore – 560041. Tel: 080 -42540300, Web: rvim.in
Accredited by NAAC with 'A' Grade

R V I M Mentorship Programme

Goals For Mentorship:

Grievance Handling for the students

Performance enhancement in terms of Examination and Placements of the students

Counseling and Career Guidance

Establish a relationship of trust.

Establish confidentiality .

Directly involve the mentee in setting goals.

Period: February 2015 to July 2016

For 2nd , 3rd and 4th Semester

Mentorship programme at R V Institute of Management will be conducted for the students semester wise. The reporting, evaluation and the presentation is also semester wise. The mentors are the faculty members and the mentees will be allotted to the mentors on random basis. Usually all the girls will get a female mentor, but due to unavoidable situation all the boys may not get male mentors. The mentors will be allotted with the room to conduct the their meetings. The mentors have to conduct a minimum of 6 meetings, meeting can be conducted any time during the semester at the convenience of both mentors and the mentees, but not during the class hours.

The mentorship meeting will include the following.

1. Meeting Schedules.
2. Meeting Agendas.
3. Meeting Templates .
4. Meeting Outcomes.
5. Meeting Reports.
6. Meeting Evaluation .

1. **Meeting Schedules:** The meetings have to be initiated by the mentors. A log sheet for the meetings would be provided to each mentor and it should be duly signed with date by both the mentors and the mentees. Each mentor should conduct a minimum of 6 meetings in one semester.

2. **Meeting Agendas:**

- a) **Meeting 1: Mentee background:** The mentor should collect the personal information of the mentee. Mentee's family background and contact details will be shared with the mentor. The mentor is expected to maintain each and every mentees background records. The mentor has to be approached for any information about the mentee.
- b) **Meeting 2: Mentoring Interest Checklist:** A checklist will be provided to the mentee so that he/she can highlight their expectations from the mentorship programme. The mentor will have to consider these interest inputs conduct the mentorship activity in accordance to the requirement of the respective mentee.
- c) **Meeting 3: Mentee Individual Development Plan (IDP):** The Individual Development Plan has to be created for each mentee in presence of the mentor. Dimensions for the development of the mentees like skills, exam performance, communication, etc should be identified for and relevant targets for improvement have to be set for the same. The mentor has to guide the mentee on the how to achieve these targets. In subsequent meetings the mentor and the mentee both should evaluate the progress of the mentee in achieving the benchmark.

- d) **Meeting 4: Internship & Dissertation Guidance:** During the Internship/Dissertation; the mentor has to guide according to the requirements of the Internship/Dissertation committee. Both the mentor and the mentees have to follow the norms of as per the Bangalore University. The time and location for conducting Internship/Dissertation will be taken care by the Internship/Dissertation committee.
- e) **Meeting 5: Job requirements and Placements:** The mentor has to assess each mentor and identify what the specific requirements for his/her mentee to become employable and get placed by the end of the MBA Course. The mentor can assist and support his/her mentees in making them more employable. For example, training the mentees on aptitude, conducting mock interviews, supplying them with resources for preparation, etc. In cases where the mentee requirements are like professional training, or issues under the placement cell etc can be brought to the knowledge of the mentorship committee which may be escalated to the higher authority. The mentors have to note that job related and placement guidance will vary each semester for the mentee. For example, in second semester only identification of parameters for improvement can be identified, in third semester and more focus can be on what kind of jobs the mentees want to apply, how they can prepare for them, in the fourth semester a reactive approach can be used like why the mentee did not get through the interview, etc. The mentor has to also monitor resume preparation, presentation, transition from student to employee, issues at the place of employment, etc
- f) **Meeting 6: Evaluation & Closure:** Three evaluation levels are included in the mentorship programme. One is evaluation of the mentees by the mentor, Second one is the evaluation of the mentor by the mentees and third evaluation is about the mentorship programme by both mentors and the mentees.
- g) **General: Grievance Redressal:** Grievance redressal for the issues raised by mentees can be part of the every mentorship meeting. The issues can be both academic and personal. If the issue cannot be resolved by the mentor it can be brought to the knowledge of the mentorship committee which and then escalated to the higher authority based on the seriousness and urgency of the issue. Counseling for certain issues can also be arranged at the discretion of the College authority.
- h) **General: Discipline, Attendance, Behavior, Class related issues, etc:** This is also a part of the regular mentorship meeting. The mentors have to keep reminding the mentees on discipline, attendance, class and college behaviour. It is the duty of the mentor to keep track of the status of his mentees with respect to the above.

3. Meeting Templates:

- a) Meeting Log Sheet:
- b) Mentee background Sheet:
- c) Mentorship Interest checklist:
- d) Individual Development Plan:
- e) Internship/Dissertation Status:
- f) Grievance Form:
- g) Career and Placement:
- h) Evaluation 1
- i) Evaluation 2
- j) Evaluation 3
- k) Consolidation Sheet

4. Meeting Outcomes: The mentorship conducted at RVIM has few specific focus areas. These focus areas are the expected outcomes from the mentorship programme. The success of the mentorship programme is dependant on the achievement of the following outcomes.

- a) **Examinations:** Motivating & supporting the deserving mentees to get a rank in the University examinations. Ensuring that all the mentees clear their internals and University examinations.
- b) **Specialisation and Placements:** Ensuring that the mentees take up the most suitable specialisations, that the mentees are very clear with their goals and are placed or are corporate ready by the end of the fourth semester.
- c) Any others.....

5. Meeting Reports: Reports have to be collected by the mentor from the mentees in the templates supplied by the mentorship committee. The committee will consolidate all the reports and present the consolidated report at the end of every semester to all the mentors in presence of the Director.

6. Meeting Evaluation: As mentioned earlier there will be three levels of evaluation.

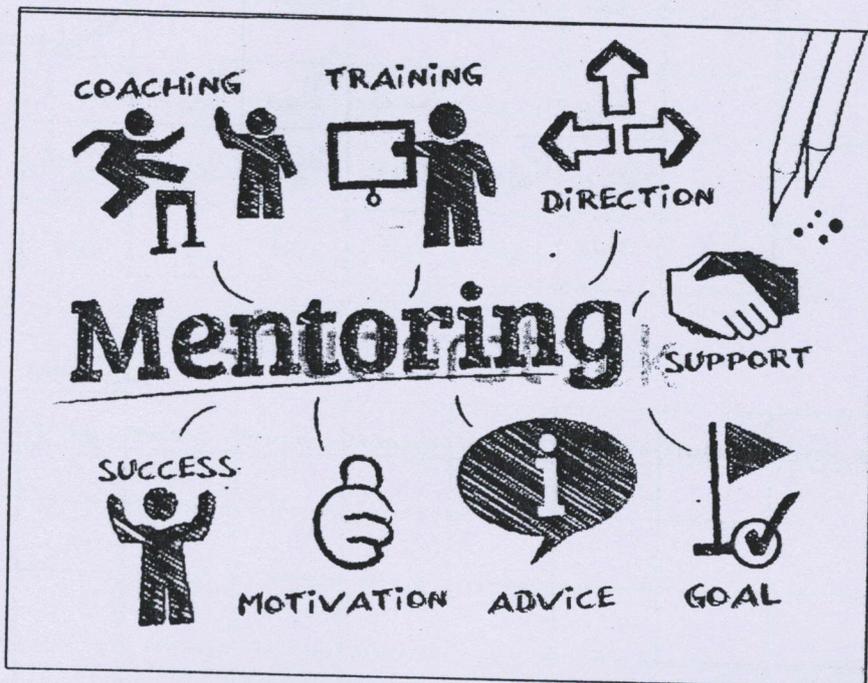
- a) Mentees evaluation by the mentor
- b) Mentors' evaluation by the mentees
- c) Evaluation of the mentorship programme

Mentors will be provided with the evaluation forms at the end of each semester. The evaluation will be consolidated and will be presented at the end of the semester with the consolidated report.



RASHTREEYA SIKSHANA SAMITHI TRUST

R V INSTITUTE OF MANAGEMENT



MENTORSHIP RECORD

MENTORSHIP PROGRAMME

FOR BATCH 2015-2017

MENTOR NAME:	Ms. Rashmi, Shelby
DESIGNATION:	Asst. Professor
DEPARTMENT:	General Management.

Student Form

Particulars	Mentee Details	
Full Name	Chethana Prasad.	
Gender	Female	
Date of Birth	05.09.1993	
Contact details of the Student	Landline	
	Mobile	9738 111476.
	Email	chethanapsasad2318@gmail.com.
Marital Status	Single <input checked="" type="checkbox"/>	Married
	If Married, Spouse Name.	
	Spouse Contact Number.	
	Child(ren) if any.	
Register Number		
Permanent Address	#2318, 6th Block, # Sir M Vishweshwarayya layout, Vittal upanagar, Bangalore 56.	
Present Address		
Father Name	Mr. N. S Prasad	
Mother Name	Mrs. Anitha Prasad.	
Contact details of the Parents	Landline	
	Mobile	9341743406
	Email	
Education and Occupation of Parents	Father	B. Com. Bank officer
	Mother	B. Com, BA, MA, BEd, M. Com. Teacher
Number of Siblings	Sister(s)	—
	Brother(s)	—
Education and Occupation of siblings	Sister(s)	—
	Brother(s)	—

Education and Occupation of Paternal GrandParents	Paternal GrandFather	Sri S. Nanjunda Swamy		
	Paternal GrandMother	Smt. Revamba Swamy.		
Education and Occupation of Maternal GrandParents	Maternal GrandFather	Sri. S.P. Nandish.		
	Maternal GrandMother	Smt. Dakshayani		
Qualification of the Student	X	PUC	Degree	Entrance Exam Ranking
Board / Specialisation	ICSE/ <input checked="" type="checkbox"/> CBSE/ State	Science / <input checked="" type="checkbox"/> Commerce / Arts	InfoScien BE	RMAT
% Secured	84%	73	65.4	96.

INTEREST CHECKLIST

Interest Checklist	Interest (Y/N)	Participation (Y*/N)	Any Special Achievements*
Dramatics	Y	Y	
Craft	N	N	
Music	Y	Y	
Dance	N	N	
Painting/Sketching	N	N	
Photography	N	N	
Creative writing	Y	N	
Sculpting	N	N	
Sports	Y	Y	Played with Vishwanathan Anand
Yoga	Y	N	
Management Fest	Y	N	
Philanthropy	Y	Y	
Any other	Y	Y	

* If yes, please furnish details

PERFORMANCE TRACKER

Semester / Subjects	Ist Internal Marks	IInd Internal Marks	Remarks	BU Examination Marks	Remarks
I Semester					
1 Economics	22				
2 O B	24				
3 Statistics	21				
4 Accounte	20				
5 MKtg	21				
6 Business Indu	23				
7 Comm.	24				
Semester / Subjects	Ist Internal Marks	IInd Internal Marks	Remarks	BU Examination Marks	Remarks
II Semester					
1					
2					
3					
4					
5					
6					
7					

PERFORMANCE TRACKER

Semester / Subjects	Ist Internal Marks	IInd Internal Marks	Remarks	BU Examination Marks	Remarks
---------------------	--------------------	---------------------	---------	----------------------	---------

III Semester

1					
2					
3					
4					
5					
6					
7					

Semester / Subjects	Ist Internal Marks	IInd Internal Marks	Remarks	BU Examination Marks	Remarks
---------------------	--------------------	---------------------	---------	----------------------	---------

IV Semester

1					
2					
3					
4					
5					
6					
7					

CAREER AND PLACEMENTS

Area of Interest	No decided
Corporate	Yes.
Entrepreneurship	Yes.
NGO	Yes.
Any other	Banks,

Student Form

Particulars	Mentee Details	
Full Name	Soumya S	
Gender	Female	
Date of Birth	12.12.1994.	
Contact details of the Student	Landline	
	Mobile	9206210658.
	Email	soumyasakthivel121294@gmail.com.
Marital Status	Single <input checked="" type="checkbox"/>	Married <input type="checkbox"/>
	If Married, Spouse Name:	
	Spouse Contact Number:	
	Child(ren) if any:	
Register Number		
Permanent Address	#72, 28 th Main, 3 rd Cross, Jayanggar 9 th Block. Bangalore 69.	
Present Address	11	
Father Name	Mr. P Shaktivel	
Mother Name	Mrs. Neela S	
Contact details of the Parents	Landline	—
	Mobile	9449503576.
	Email	—
Education and Occupation of Parents	Father	8 th Std, Tailor.
	Mother	Housewife.
Number of Siblings	Sister(s)	—
	Brother(s)	Younger Brother, Mr. Sandesh.
Education and Occupation of siblings	Sister(s)	—
	Brother(s)	12 th Std.

Education and Occupation of Paternal GrandParents	Paternal GrandFather	Mr. Palani Gowdir		
	Paternal GrandMother	Smt. Samboran		
Education and Occupation of Maternal GrandParents	Maternal GrandFather	Sri. Kannan Gowdir		
	Maternal GrandMother	Smt. Devaki		
Qualification of the Student	X	PUC	Degree	Entrance Exam Ranking
Board / Specialisation	ICSE/ CBSE/ State ✓	Science / Commerce / Arts ✓	BBM	PGCET
% Secured	75%	85%	72%	889

INTEREST CHECKLIST

Interest Checklist	Interest (Y/N)	Participation (Y*/N)	Any Special Achievements*
Dramatics	N	N	
Craft	N	N	
Music	N	N	
Dance	N	N	
Painting/Sketching	Y	N	
Photography	N	N	
Creative writing	N	N	
Sculpting	N	N	
Sports	Y	Y	
Yoga	Y	N	
Management Fest	Y	Y	
Philanthropy	Y	Y	
Any other			

* If yes, please furnish details

PERFORMANCE TRACKER

Semester / Subjects	Ist Internal Marks	IInd Internal Marks	Remarks	BU Examination Marks	Remarks
I Semester					
1 Economics	20				
2 O.B	22				
3 Accounts	20				
4 Statistics	19				
5 MKty	20				
6 Business In	23				
7 Com	24				
Semester / Subjects	Ist Internal Marks	IInd Internal Marks	Remarks	BU Examination Marks	Remarks
II Semester					
1					
2					
3					
4					
5					
6					
7					

PERFORMANCE TRACKER

Semester / Subjects	Ist Internal Marks	IInd Internal Marks	Remarks	BU Examination Marks	Remarks
III Semester					
1					
2					
3					
4					
5					
6					
7					
Semester / Subjects	Ist Internal Marks	IInd Internal Marks	Remarks	BU Examination Marks	Remarks
IV Semester					
1					
2					
3					
4					
5					
6					
7					

CAREER AND PLACEMENTS

Area of Interest	Finance , HR.
Corporate	Yes
Entrepreneurship	Yes
NGO	No.
Any other	Banks , Govt Sect.

Rashtreeya Sikshana Samithi Trust
R V Institute of Management

Mentorship Programme . 2015-16

Mentoring relationships provide a learning experience for students outside the classroom, and help students make the transition to the world of work. Students learn to build their professional network, refine communication skills, connect academics and career, explore new areas of interest, and gain exposure to career advice. Mentors play many roles in student's life - guide, counselor, adviser, consultant, tutor, teacher and guru. Effective mentoring is multidimensional as mentors play these core roles to assist your educational, professional and personal growth.

At R V Institute of Management, we aim at providing mentoring programme as a continuous process to build lasting relationship both professionally and personally. At the beginning of semester mentees are assigned to respective mentors. Mentors then, assess the student requirements and determine their goals in pursuing higher education. Mentors are free to conduct the mentorship meet anytime, anyplace and any number of times as per the convenience of mentees and mentors. Thereafter the mentors are requested to submit a monthly report for the meetings conducted by them (preferably in the format provided). Ideally a minimum of two meetings in a month may be conducted by the mentor. Mentorship is highly personalized and progressive programme.

Benefits of Mentoring.

For the Mentees.	For the Mentors.
<ul style="list-style-type: none">• Acquire a body of knowledge and skills• Develop a meaningful professional relationship over a specified period of time	<ul style="list-style-type: none">• Engage the curiosities and energies of fresh minds• Keep abreast of new research questions, knowledge, paradigms, and techniques

- Acquaint themselves with corporate protocol
- Learn techniques for collaborating and networking
- Ascertain long-term professional development needs
- Gain perspective on how a discipline operates academically, socially, and politically
- Deal more confidently with the challenges of academic work.

- Cultivate collaborators for current or future projects
- Train mentees to aid in completion of a research project or successful course offering
- Enjoy the personal and professional satisfaction inherent in mentoring relationships.

Action Plan. What Mentor can do?

1. Engages students in conversation
 - Welcomes students to talk often, and invites them to discussions during college hours, in the department lounges or hallways
 - Is in touch with students as often as possible
2. Demystifies Management school for students
 - Helps students interpret program guidelines and the RVIM policies and procedures
 - Adjusts academic discussions to help students know what questions to ask or what certain terminology means
 - Helps students understand the criteria used to judge the quality of their work at different stages of management study
 - Alerts students ahead of time to possible pitfalls, especially those that may affect their academic and career status.

3. Provides constructive and supportive feedback

- Provides students with frank, helpful and timely feedback on their work, and knows that delays in responding create insecurities that can hinder student progress
- Is equally specific when giving praise as when giving criticism. The mentor's high standards help mentees improve
- Knows the benefits of early intervention and addresses quickly any question about a student's ability to complete his or her degree

4. Provides encouragement

- Encourages students to come forward with their ideas at all stages of development
- Motivates students to try new techniques and to expand their skills
- Reminds students that mistakes lead to better learning
- Shares less-than-successful professional experiences and the lessons learned from them
- Knows that many students experience anxiety about their place in management school and helps them understand that seasoned professionals also experience this kind of anxiety

5. Fosters networks and multiple mentors

- Helps students locate assistance from multiple sources and sees faculty, senior students, alumni, department staff as resources
- Introduces students to faculty and other graduate students in the department and at conferences
- Helps students connect their work with experts in the community who can provide career perspectives
- Builds a community of scholars by coordinating discussion groups or social events among students.

6. Support in the workplace

- Mentors help young people set career goals and start taking steps to realize them.
- Mentors can use their personal contacts to help young people meet industry professionals, find internships and locate job possibilities.
- Mentors introduce young people to professional resources and organizations they may not know.

- Mentors can help their mentees learn how to seek and keep jobs

7. Provides a personal touch

- Is approachable and demonstrates caring, even when students need to discuss non-academic issues
- Does not assume that students experience challenges in the same way and assists them in finding creative solutions
- Keeps abreast of the mentoring and professional development resources at the Management school and elsewhere.

8. Provides career guidance

- Provide new perspectives and ensure student has exposure
- Help student achieve clarity on career choices
- Assist student in planning career path
- Develop skills specific to job search (e.g. interview skills, CV writing)
- Make suggestions on additional skills (e.g. have hands-on training on Analytics, SAP, TALLY etc)

9. Academic Support during dissertation/ Project work

- Assist student with identifying the topics for the dissertation.
- Helps students understand the finer points of forming a committee and how to approach a project or dissertation work
- Facilitate in developing strong data analytical skills.
- Help them in time management skills.

30th June 2016

From
The Members of the Mentorship Committee,
R V Institute of Management,
Bangalore.

To
The Director,
R V Institute of Management,
Bangalore.

Respected Sir,

Sub: Consolidated report on mentorship of 2nd Semester for June 2016

In the context of the above subject, please find attached the consolidated report on mentorship of 2nd Semester for June 2016.

The report is based on the outcome of mentorship meeting conducted by the mentors during the months of June 2016 for the 2nd semester students.

Thanking You,

Yours Sincerely,

Mentorship Committee Members

Dr. Noor Firdoos Jahan

NF

Mr. Pradeep M P

PM

Enclosed-

1. Mentorship Consolidated Report
2. Individual Report of Mentors

*Seen and noted the
contents and reports*

30.06.16

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Consolidated Mentorship Report

Month: June 2016

2nd Semester

Agenda for 5th and 6th mentorship meeting

- Mentor will act as a resource for guiding the student on how to prepare for the exams
- Tips for Exam Preparation, How to study for Examination
- Revision Time Table and study time allocation, Referring question paper
- Encouraging forming study groups, Exam pattern
- To provide tips on internship/ project work after getting briefing from project committee
- The mentor will have to act as a resource for career guidance by providing new perspectives and ensuring that the mentees have maximum exposure and clarity in planning their career path.
- The mentor will have to help the mentees in developing skills specific to job search (resume writing, interview skills etc.)

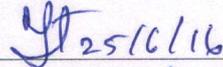
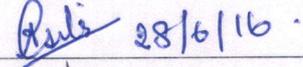
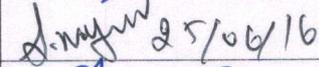
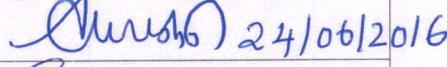
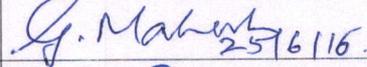
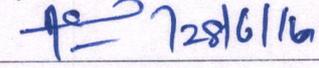
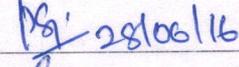
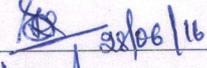
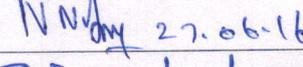
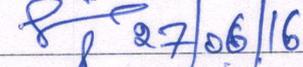
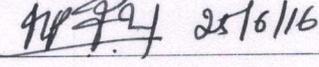
Outcomes of the mentorship meeting:

1. Students were advised about examination preparation and motivated to give their best in the exams.
2. Students were enquiring about specialization and project work.
3. Mentees were given suggestion to face exams.
4. All the mentees guided students to prepare study time table and also to meet respective faculties in case of any difficulties.
5. Mentees were give few guidelines related to selection of specialization based on their interest.
6. Mentees were given instructions to maintain discipline in the examination hall and also briefed about examination etiquette.
7. Mentees were advised to wear decent dress during examination.
8. Performance in their internal exams was discussed.
9. Students were worried and enquiring about their 1st Semester exam results.

Suggestions from the mentorship committee:

1. One session on project work to be arranged to students at the earliest by the dissertation committee.
2. Information about specialization offered by the institute for this year should be provided to students on priority.

2nd Semseter Reports
List of Mentors

Sl.No.	Name	Signature
1	Dr.Noor Firdoos Jahan	 25/6/16
2	Dr.G.S.Venugopal	 25/6/16
3	Dr. Anupama K Malagi	 25/6/16
4	Ms. Anitha. B.M. D'Silva	 28/6/16
5	Dr. A. Narasima Venkatesh	 25/06/16.
6	Mr. N. Suresh	 24/06/2016
7	Mr. G. Mahesh	 25/6/16.
8	Mr. A. Chandran	 28/6/16
9	Mr. Manjunath S. Menedhal	Redf.
10	Ms. Pavithra. S. T	 28/06/16
11	Ms. Sowmya. D. S	 28/06/16
12	Mr. Nagasubba Reddy	 27.06.16
13	Mr. Gowrisha	 27/06/16
14	Ms. Rashmi Shetty	 27/6/16.
15	Pradeep.M.P	 25/6/16.

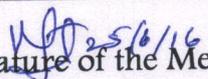
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R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month - June

Mentor Name	Dr. Noor Firdoos Jahan
Semester	II

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	Nil
Summary of monthly mentorship meeting	<p>Two meetings were conducted in this month. Meeting 5 and 6. The agenda for the meeting was Examination preparation and Project work.</p> <p>Examination preparation: Students were advised to start with their preparation for the examination as soon as possible and do not wait for the study holidays to start with their preparation. Students were motivated to give their best in the examination and to score good percentage in their MBA degree. Students were worried about the completion of portions on time and study holidays.</p> <p>Students wanted to know about the streams of the specialization offer to them this year.</p> <p>Students are seeking information about the project work, so that they can start searching for the companies.</p> <p>Students were worried about their examination time table and date of commencement. I clarified on the same and asked them not to panic.</p>
Suggestions or actions to be taken by mentoring committee	<p>One session on Project work to be arranged by the dissertation committee and start issuing the letters for the students to search for the companies. As students have to start their project work soon after the exams.</p> <p>One session on Specialization streams available to the students for this year can be arranged.</p>


Signature of the Mentor

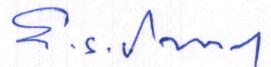
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Report on
MENTORSHIP MEETING
Month_JUNE-2016

Mentor Name	Dr.G.S.Venugopal
Semester	II

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	1) mentorship meeting was held on 17/6 and 21/6 2)Mentees are preparing themselves for the exams 3)Mentees have been gaining confidence to face the academic problems as well as personal problems 4)They have been participating quite enthusiastically , in extra curricular activities and paper presentations
Summary of monthly mentorship meeting	The mentor suggested that 1)to be in touch with the mentor for any of their grievance 2)to seek the guidance of their teachers, when they face problems in their subjects 3)to formulate a strategy to pass the exms exam with higher marks
Suggestions or actions to be taken by mentoring committee	A work shop on time management in exams can be conducted


Signature of the Mentor

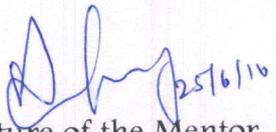
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R. V. Institute of Management

**Report on
MENTORSHIP MEETING
June 2016**

Mentor Name	Dr.Anupama.K.Malagi
Semester	II Semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	<ul style="list-style-type: none">➤ In general students seem to be worried about syllabus completion;➤ Students were apprehensive about getting adequate time exam preparation.➤ The university question paper pattern for Innovation Management
Summary of monthly mentorship meeting	<ul style="list-style-type: none">➤ Gave suggestions regarding how to perform better in subjects where performance is not satisfactory.➤ Guided the students to prepare a schedule for studying.➤ Advised the students to approach the concerned subject faculty in case of any difficulties
Suggestions or actions to be taken by mentoring committee	—


Signature of the Mentor

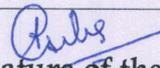
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Report on MENTORSHIP MEETING Month June

Mentor Name	Ms. Anitha D'silva
Semester	II

- Please comment on the Mentee (s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.
-

Mentorship Report	
Comments on Mentee(s)	<ul style="list-style-type: none">• Mentees met for the session in June while they had special classes assigned and just before the completion of the Syllabus.• The mentees enquired about the examination time table, holidays post the exams and the duration of the project work.• They were interested to know about the way in which the project work is carried out after II semester.• Many of them expressed the fear of attempting practical papers.• Students have also formed a group where all the information is communicated through this group relating to the subject, time table or any other information to be passed on.
Summary of monthly mentorship meeting	<ul style="list-style-type: none">• As a mentor gave few guidelines regarding the study pattern and writing exams. Also told them to frame a time table and study accordingly. Attempt the questions systematically.• As for the project report, organization should be chosen in Bangalore where they can meet the guide on Saturdays.• Mentees were asked not to leave Bangalore before the examination time table being displayed.
Suggestions or actions to be taken by mentoring committee	


Signature of the Mentor

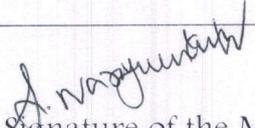
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R. V. Institute of Management

Report on
MENTORSHIP MEETING(S) 5 & 6
Month June 2016

Mentor Name	Dr.A.Narasima Venkatesh
Semester	Second

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	-NIL-
Summary of monthly mentorship meeting	Given guidance related to choosing specialization based on their interests and career prospects in various domain areas. Suggested to prepare notes/hints for revision and practice of some of the frequently asked Bangalore University Examination questions. Provided examination tips related to preparing a regular time-table for the preparation of subjects, adequate sleeping pattern, following proper eating habits, approaching faculty member(s) to clarify their doubts etc.
Suggestions or actions to be taken by mentoring committee	-NIL-

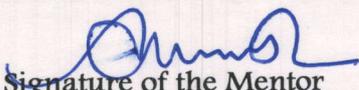

signature of the Mentor



Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management
Report on 4TH MENTORSHIP MEETING (Month: June: 2016)

Mentor Name	N.SURESH
Semester	II

Mentorship Report 17-06-2016 (Friday)	
Comments on Mentee(s)	NIL
Agenda Summary of monthly mentorship meeting 1) Review mentorship objectives set during the previous session. 2) Theme: Examination Preparation	<p>These exam tips are provided in the mentor meeting held on 17-06-2016 :- Question Asked - Do exams make you nervous? Are you worried about failing or under-performing? It doesn't need to be this way.</p> <p>Tips for success in Examination:-</p> <p>1) Give yourself enough time to study. Don't leave it until the last minute. 2) Organize your study space.</p> <p>3) Use flow charts and diagrams. 4) Practice on old exams.</p> <p>5) Explain your answers to others. 6) Organize study groups with friends.</p> <p>7) Take regular breaks. 8) Spend time everyday working on the subject matter. 9) Understand via questioning. 10) Get plenty of rest the night before the examination.</p> <p><u>Tips and tricks for Quantitative techniques and operation research.</u></p> <ul style="list-style-type: none">• Carefully read the question, hints will be there for you to solve it.• Make sure that you got what is asked in question.• Solve the ques. step by step which provides full marks and easy to recheck.• Make the presentation of your solution as clear & comprehensible as possible.• It is good prove your answer which provides extra benefit to you.• You must check your answer especially calculation entries.• If you get stuck on a problem than move to the next and come again later.• Your calculation must be strong it saves you time.• Give time to the question according to marks. <p>We all know...</p> <p style="text-align: center;">"Practice Makes a Man Perfect"</p> <p>So practice old question paper as much as you can which help you to remember formulas and will increase confidence in Quantitative techniques and Operation Research as well as other subjects.</p>
Suggestions or actions to be taken by mentoring committee : Nil	


Signature of the Mentor
N.SURESH

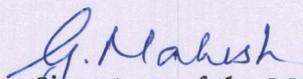
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month__June 2016

Mentor Name	G Mahesh
Semester	Second

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	Two Mentorship meetings were held between 4.00pm to 5 pm on 10/06/15 and 17/06/16 Agenda for meeting: 1.Exam Tips 2.Specialisation subjects for 3 rd Semester
Summary of monthly mentorship meeting	# Mentees were advised how to choose optional subjects for 3 rd semester. #Mentees were given examination tips for the upcoming university exams. #Mentees were briefed with discipline inside the exam hall. #Mentees expressed that special classes were arranged to complete syllabus of practical subjects and the syllabus for theory subject was complete.
Suggestions or actions to be taken by mentoring committee	NIL


Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

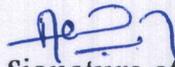
Report on
MENTORSHIP MEETING
Month- June 2016

Mentor Name	Chandran. A
Semester	II Semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report

Comments on Mentee(s)	Meeting was held one to one as we could meet due to extended class hours and special classes. All focus on motivation and exam preparation.
Summary of monthly mentorship meeting	Words of encouragement remained the core discussion.
Suggestions or actions to be taken by mentoring committee	Planning to send Greeting SMS and exam preparation tips one week prior to commencement exams (7 days daily one) Example: "Striving for success without hard work is like trying to harvest where you haven't planted." - David Bly "It always seems impossible until it is done"


Signature of the Mentor

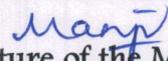
Kashtreeya Sikshana Samithi Trust
R. V. Institute of Management

**Report on
MENTORSHIP MEETING
Month of June 2016**

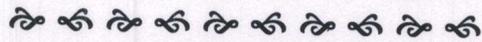
Mentor Name	Manjunath M
Semester	II Semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	<ul style="list-style-type: none">• All the mentees had attended the meeting except Mr. Ravi Raj Singh.
Summary of monthly mentorship meeting	<ul style="list-style-type: none">• Mentorship meetings were conducted on 09.06.2016 and 16.06.2016.• Addressed to all my mentees briefed on how to prepare for the final examination.• All Mentees were informed to prepare confidently for the final examinations and told them on how to read for the examination.• The mentees were informed to wear decent dresses (Formals) on all the examinations days. They should appear neatly well to the examinations.• All the mentees were also given tips on how to be in the examination hall and requisites to be carried to the examination centre and things not to taken inside the examination room.• Further they were given sufficient inputs on how to be in the examination room.• They were also guided on handling of the answer booklet.• The students were provide tips on internship/ project work .• Mentees were informed to attend the classes regularly and further they were informed to maintain 75% in all the subjects.
Suggestions or actions to be taken by mentoring committee	-


Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R V Institute of Management



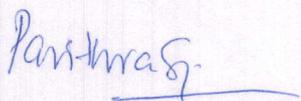
Report on
MENTORSHIP MEETING

JUNE 2016

Mentor Name	Pavithra S T
Semester	SECOND

Mentorship Report

Comments on Mentee(s)	All the mentees attended the meeting
Summary of monthly mentorship meeting	Academic issues were discussed in the meeting. Discussed about the performance in the second internal examination. Guidance was given on how to prepare effectively for the final examination, gave few tips relating to time management, maintaining their health during examination.
Suggestions or actions to be taken by mentoring committee	----- nil -----


Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R V Institute of Management

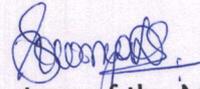
Report on
MENTORSHIP MEETING

June 2016

Mentor Name	Ms. Sowmya D S
Semester	II

- ✦ Please comment on the Mentee(s) whose issues to be addressed only
- ✦ Kindly write a brief summary report on the mentorship activity done during the current month.
- ✦ Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	All the mentees attended the meeting
Summary of monthly mentorship meeting	<ul style="list-style-type: none">✦ Discussed about subject preparations & performance in the second internal tests.✦ All the mentees were advised to prepare for the examination.✦ Informed to follow a regular schedule for Examination preparation by allocating extra time to those subjects which requires time to practice.✦ To maintain a workbook for practical & theory subjects preparing brief points.✦ Discussed on solving previous 3 years question papers compulsorily✦ Provided information about Project work to be done after second semester examinations.✦ Discussed about specialisation to be selected in the third semester.
Suggestions or actions to be taken by mentoring committee	Nil


Signature of the Mentor

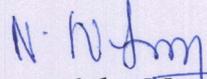
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month June 2016

Mentor Name	N.Nagasubba Reddy
Semester	II Semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	-----
Summary of monthly mentorship meeting	Points discussed <ol style="list-style-type: none">1. Time Management and preparation for exams2. Time to be allocated in each section.3. Importance of case studies4. Few examination tips5. Project topic discussions6. II year Specialization
Suggestions or actions to be taken by mentoring committee	-----


Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

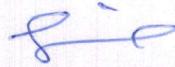
**Report on
MENTORSHIP MEETING**

Month: June - 2016

Mentor Name	Gowrisha
Semester	II

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	Mentees are not facing any problem with the subjects of second semester and they are able to understand. They need to prepare more in case of subjects like Quantitative techniques and Operation research and Financial Management.
Summary of monthly mentorship meeting	Conducted one meeting in the month and covered the given agendas for the meetings. Advised them about how to prepare for the examination. Told them not worry about I semester results. Advised them to maintain the good health.
Suggestions or actions to be taken by mentoring committee	They must be assisted for selection of their specialization and project work.


Signature of the Mentor

RashtreeyaSikshanaSamithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month June, 2016

Mentor Name	Rashmi Shetty
Semester	II

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	Overall none of the mentees are having issues with any subjects in the college. They were complaints of clean drinking water
Summary of monthly mentorship meeting	The students were asked to make a gap analysis of their performances during both their internals. The students were made to realize their weak points and also given tips in improving their performance. Guidance at individual level was also extended to the students on approach for certain subjects the mentees are having trouble with. One of the mentee also expressed the need for a session with a counsellor for his personal problem
Suggestions or actions to be taken by mentoring committee	None


Signature of the Mentor

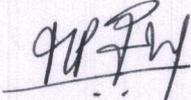
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
JUNE 2016

Mentor Name	Pradeep.M.P
Semester	II semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	Mentees were very cordial during the meeting. All the mentees have attended for the meeting. Two meeting were conducted and all the points were discussed.
Summary of monthly mentorship meeting	Mentees were briefed about the examination pattern and asked to maintain discipline during the exams. Students were given tips for examination preparation. Mentees are happy for the portions getting completed as per the schedule and have started preparations for exams. Advised students to meet subject faculties for any clarification if required. Educated and informed students how to make specialization choices. All the students informed that are working hard for exams.
Suggestions or actions to be taken by mentoring committee	-----NIL-----


Signature of the Mentor

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R. V. Institute of Management

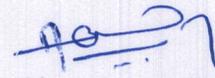
Report on
MENTORSHIP MEETING
Month_ June 2016

Mentor Name	Chandran. A
Semester	I V Semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report

Comments on Mentee(s)	Meeting was difficult as students were not in the campus on week days. If available they were busy with the project
Summary of monthly mentorship meeting	Only few I could talk. Tried to motivate them to prepare well for exams. Also dress code was informed during exam and viva session. For Jagath a specific note was made on his hair style and informed to adopt formal hair style.
Suggestions or actions to be taken by mentoring committee	Planning to send Greeting SMS and exam preparation tips one week prior to commencement exams (7 days daily one) Example: "Striving for success without hard work is like trying to harvest where you haven't planted." - David Bly 'It always seems impossible until it is done'



Signature of the Mentor

RashtreeyaSikshanaSamithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month June, 2016

Mentor Name	Rashmi Shetty
Semester	IV

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindlywrite a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	Overall none of the mentees are having issues with any subjects in the college. All are busy with their dissertation work.
Summary of monthly mentorship meeting	They were checked on their dissertation progress. Guided them with examination tips and approaches. There were no much issues discussed except for dissertation.
Suggestions or actions to be taken by mentoring committee	None


Signature of the Mentor

6th June 2016

From
The Members of the Mentorship Committee,
R V Institute of Management,
Bangalore.

To
The Director,
R V Institute of Management,
Bangalore.

Respected Sir,

Sub: Consolidated report on mentorship of 2nd Semester for May 2016

In the context of the above subject, please find attached the consolidated report on mentorship of 2nd Semester for May 2016.

The report is based on the outcome of mentorship meeting conducted by the mentors during the months of May 2016 for the 2nd semester students.

Thanking You,

Yours Sincerely,

Mentorship Committee Members

Dr. Noor Firdoos Jahan

Mr. Pradeep M P

Enclosed-

1. Mentorship Consolidated Report
2. Individual Report of Mentors

Seen and noted
the contents


10.06.16

Pl. Submit a final copy
to the IQAC


10/06/16

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Consolidated Mentorship Report

Month: May 2016

2nd Semester

Agenda for 3rd and 4th mentorship meeting

- The mentor will have to brief the mentees about the importance of personality development and its significance in their life
- The mentor will have to give simple and fundamental tips (know yourself, temperament, emotions, behavior, body language, self confidence etc.) on how to acquire a good and meaningful personality
- Counseling or training needs could be identified
- The mentor will have to assess the mentees' IQ and EQ by giving some activities
- Encourage them to take online personality test. They would be assessed on the basis of their test report
- Motivate them by illustrating the examples of famous personalities to prepare them for the probable challenges they would face in life

Outcomes of the mentorship meeting:

1. Mentees were advised to start with exam preparations.
2. Tips on life skills were given to students.
3. Students were advised to practice good time management. Importance of dress code and grooming standards were explained to students.
4. Mentees were asked to read books of famous business and successful personalities.
5. Mentees were asked to take online personality test to check their IQ and EQ.
6. Few of the students were enquiring about fan regulators.
7. Mentors have informed that there is requirement of soft skill training for students.
8. Mentors and mentees are in the opinion that study holidays to be given to students from 15th June 2016.
9. Students wanted some arrangements for Tea/ coffee/ Refreshments to be made available in the campus during morning break for which they are willing to pay.

Suggestions from the mentorship committee:

1. All the faculties should complete the syllabus at the earliest which will enable students to get study holidays.
2. Arrangements to be made to provide fan regulators.
3. Training on soft skills to be arranged.

2nd Semseter Reports
List of Mentors

Sl.No.	Name	Signature
1	Dr.Noor Firdoos Jahan	<i>[Signature]</i> 26/5/16
2	Dr.G.S.Venugopal	<i>[Signature]</i> 30/5/2016
3	Dr. Anupama K Malagi	<i>[Signature]</i> 28/5/16
4	Ms. Anitha. B.M. D'Silva	<i>[Signature]</i>
5	Dr. A. Narasima Venkatesh	<i>[Signature]</i> 28/05/16.
6	Mr. N. Suresh	<i>[Signature]</i> 24/5/2016
7	Mr. G. Mahesh	<i>[Signature]</i> 24/5/16.
8	Mr. A. Chandran	<i>[Signature]</i>
9	Mr. Manjunath S. Menedhal	<i>[Signature]</i>
10	Ms. Pavithra. S. T	<i>[Signature]</i>
11	Ms. Sowmya. D. S	<i>[Signature]</i>
12	Mr. Nagasubba Reddy	<i>[Signature]</i> 03.06.16
13	Mr. Gowrisha	<i>[Signature]</i>
14	Ms. Rashmi Shetty	<i>[Signature]</i> 30/5/16
15	Pradeep.M.P	<i>[Signature]</i> 28/5/16

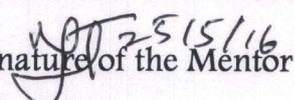
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

**Report on
 MENTORSHIP MEETING
 Month - May**

Mentor Name	Dr. Noor Firdoos Jahan
Semester	II

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	Nil
Summary of monthly mentorship meeting	<p>Two meetings were conducted in this month. Meeting 3 and 4. The agenda for the meeting was Examination preparation and Tips for life skills.</p> <p>Examination preparation: Students were advised to start with their preparation for the examination as soon as possible and do not wait for the study holidays to start with their preparation. Students were motivated to give their best in the examination and to score good percentage in their MBA degree.</p> <p>Students are finding it difficult to go out and come back to their classes in fifteen minutes of morning break time</p> <p>Tips on life skills: students were advised to inculcate Study skills in them as this skill will enable them to study and learn efficiently as they are an important set of transferable life skills.</p> <p>Students were advised to practicing good time management skills to study for their university exams.</p> <p>Effectively coping with stress, managing stress and finding ways to reduce unnecessary or unhealthy levels of stress are important life skills - skills that everybody needs. Hence mentees were advised to manage their stress level.</p>
Suggestions or actions to be taken by mentoring committee	<ul style="list-style-type: none"> • Study holidays can be given for the students from 15th June, 2016 as the university exams will commence from 26th of June. • Students wanted some arrangement to be made in the campus itself for tea, coffee or refreshments during the morning break time for which they are willing to pay and have.


 Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month_MAY-2016

Mentor Name	Dr.G.S.Venugopal
Semester	II

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	1)Mentees informed that there are no issues as of now 2)They expressed their satisfaction with regard to academic and co-academic activities of the college
Summary of monthly mentorship meeting	The mentor advised mentees 1)to study well for the ensuing examination with well laid out plan 2)to seek the guidance of the mentor, when they face problems in either academics or co academics 3)to face the exam with confidence built on good efforts.
Suggestions or actions to be taken by mentoring committee	Mentoring committee can arrange for a workshop or training session for examination preparation strategies


Signature of the Mentor

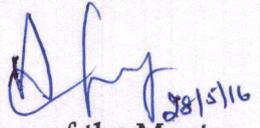
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
May 2016

Mentor Name	Dr.Anupama.K.Malagi
Semester	II Semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindlywrite a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	<ul style="list-style-type: none">➤ No specific issues. In general students seem to be worried about syllabus completion;➤ The university question paper pattern for Innovation Management
Summary of monthly mentorship meeting	<ul style="list-style-type: none">➤ Gave suggestions regarding how to perform better in subjects where performance is not satisfactory.➤ Guided the students to prepare flow charts and mind maps to prepare for the examination in a better way.➤ Guided the students to prepare a schedule for studying.➤ Advised the students to approach the concerned subject faculty in case of any difficulties
Suggestions or actions to be taken by mentoring committee	—


Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month May

Mentor Name	Ms. Anitha Dsilva
Semester	II

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	<ul style="list-style-type: none">• During the month of May the mentees met individually as and when they were free and no classes were scheduled.• Students feel that they wanted the portions to be covered faster, as they need time to study.• It is seen that all mentees are regular to the classes.• Surprise Test conducted was as normal, though all students feel that they did not perform exceptionally good in all subjects.
Summary of monthly mentorship meeting	<ul style="list-style-type: none">• The mentees were instructed to meet me whenever they are free.• Told them to submit the power point presentation of the mini project and be ready. As classes are conducted post 4 pm they are not able to come for the presentation.• To make them vigilant regarding general awareness a Quiz was conducted and results provided to them.• Group presentation will be carried out in the month of June.
Suggestions or actions to be taken by mentoring committee	-


Signature of the Mentor

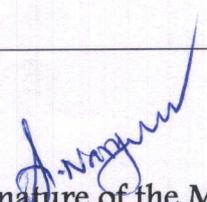
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING 3 & 4
Month May 2016

Mentor Name	Dr.A.Narasima Venkatesh
Semester	Second

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	-NIL-
Summary of monthly mentorship meeting	Provided personality grooming tips. Advised them to always maintain formal dress code inside the campus. Instructed them to follow the dress code prescribed by the institute and to obey and to give respect to all the faculty members in the institute. Suggested them to read self -help management books during their free time in order to improve their personality. Provided suggestions to take free online practice tests to improve their aptitude skills.
Suggestions or actions to be taken by mentoring committee	-NIL-


Signature of the Mentor

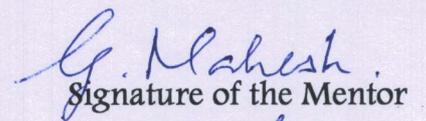
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month__May 2016

Mentor Name	G Mahesh
Semester	Second

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	Two Mentorship meetings were held between 4.00pm to 5 pm on 05/05/15 and 24/5/16 Agenda for meeting: 1. Personality development 2. Counseling/Training needs 3. EQ/IQ 4. Problem solving
Summary of monthly mentorship meeting	# Mentees are happy with the academic support given by the Institute. # Mentees find the placement training useful in improving their soft skills # Mentees were asked to use the library facility and spend more time in the reference section. # Tips were given on choosing the dual specialization for 3 rd semester. # Mentees mentioned that 70%-75% of syllabus is covered.
Suggestions or actions to be taken by mentoring committee	Mentees requested for the fan regulator speed to be increased and they were informed that action is being taken in this regard.


Signature of the Mentor
26/5/16.

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

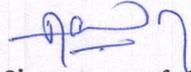
Report on
MENTORSHIP MEETING
Month- May 2016

Mentor Name	Chandran. A
Semester	II Semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report

Comments on Mentee(s)	The meeting was related to exam preparation
Summary of monthly mentorship meeting	The voice recording of University Rank Holder Ms. Sushmitha was played to explain the exam preparation process. The mentees are admonished to improve their writing skills by additional efforts like reading. Sufficient examples have been provided to motivate all the students to prepare for exams
Suggestions or actions to be taken by mentoring committee	I am planning to display the blue books of Ms. Sushmitha and explain the art of writing to score more marks. For this ,I shall contact Prof.Manjunath and scan the answers in few blue books and show it in PPT.


Signature of the Mentor

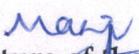
RashtreeyaSikshanaSamithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month of May2016

Mentor Name	Manjunath M
Semester	IISemester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindlywrite a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	<ul style="list-style-type: none">• All the mentees are attending the mentorship meeting regularly.
Summary of monthly mentorship meeting	<ul style="list-style-type: none">• Mentorship meetings were conducted on 17.05.2016 and 25.05.2016.• Addressed to all my mentees and briefed regarding personality development and its importance in one's life. Further the mentees were informed to identify their strengths and their weaknesses so that so they can improve their personality.• Further, they were also addressed on how to represent themselves to the college, dress code and grooming.• Mentees were guided to attend and take active part in all the events organised by the college.• Encouraged mentees to participate in cultural and sports activities• All the mentees are very happy with the college environment and they are the opinion the institute has got necessary environment for their academic support.• Mentees were informed to attend the classes regularly and further they were informed to maintain 75% in all the subjects.
Suggestions or actions to be taken by mentoring committee	<ul style="list-style-type: none">• It was noticed during the intersection with the studentsthat some students need training on spoken English.


Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R V Institute of Management



Report on
MENTORSHIP MEETING
May 2016

Mentor Name	Pavithra S T
Semester	Second

Mentorship Report	
Comments on Mentee(s)	All the mentees attended the meeting
Summary of monthly mentorship meeting	Academic issues were discussed in the meeting. Discussed about their performance in the first internal examination. Guidance was given on how to read effectively, and perform well in the internals.
Suggestions or actions to be taken by mentoring committee	----- nil -----

Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R V Institute of Management

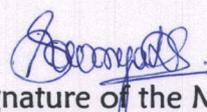
Report on
MENTORSHIP MEETING

May 2016

Mentor Name	Ms. Sowmya D S
Semester	II

- ✦ Please comment on the Mentee(s) whose issues to be addressed only
- ✦ Kindly write a brief summary report on the mentorship activity done during the current month.
- ✦ Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	All the mentees attended the meeting
Summary of monthly mentorship meeting	<ul style="list-style-type: none">✦ Discussed about subject preparations & performance in the first internal tests.✦ Recommended to maintain notes and regular learning as and when chapters completed by the subject faculty.✦ Discussed on the significance of overall personality development and participation in the extra & Co-curricular activities.✦ Mentioned importance of regular update on current information, news, and latest happenings.
Suggestions or actions to be taken by mentoring committee	Nil


Signature of the Mentor

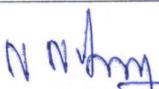
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

**Report on
MENTORSHIP MEETING
Month May 2016**

Mentor Name	N.Nagasubba Reddy
Semester	II Semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	-----
Summary of monthly mentorship meeting	Points discussed 1. Area of Interest for specialization 2. Building Network for internship and for placements 3. Time Management and preparation for Internship 4. Awareness about internship 5. Attendance status
Suggestions or actions to be taken by mentoring committee	-----


Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

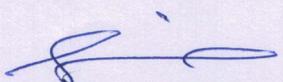
Report on
MENTORSHIP MEETING

Month: May - 2016

Mentor Name	Gowrisha
Semester	II

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	<p>Mentees are not facing any problem with the subjects of second semester and they are able to understand.</p> <p>They need rigors training on presentation skills and other soft skills. Most of them have stage fear and little hesitation to come forward and participate in the events etc.</p>
Summary of monthly mentorship meeting	<p>Conducted the meetings in the month and covered the given agendas for the meetings.</p> <p>Explained them the importance of personality development, soft skills and attitude.</p> <p>Briefed them about computer skill required.</p> <p>Advised them to practice and give more presentations in the class and in other occasions in the Institute.</p> <p>Asked them to prepare a presentation on great personality and to present the same.</p>
Suggestions or actions to be taken by mentoring committee	<p>They require assistance or training on soft skills.</p>


Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month May, 2016

Mentor Name	Rashmi Shetty
Semester	II

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	Overall none of the mentees are having issues with any subjects in the college. All though they showed concern about the question pattern and syllabus for the subjects like Innovation Management.
Summary of monthly mentorship meeting	The students were asked to take Mensa Iq test and update their scores with the mentor. They were advised on steps to build the character and personality. Asked them to read the biography of the popular personality and prepare the life chart for them so that the students can draw lessons from the same. All the mentees liked the exercise. Also have asked the mentees to prepare their very own personality scrap book.
Suggestions or actions to be taken by mentoring committee	None



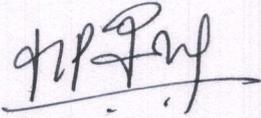
Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management
 Report on
MENTORSHIP MEETING
 Month_ May 2016

Mentor Name	Pradeep.M.P
Semester	II

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	All the mentees have attend two meeting. All were cordial during meeting. All the students are happy with the classes and college. Mentees have started preparing for the exams and doing well in the internals.
Summary of monthly mentorship meeting	Students were told why personality development is important. Mentees were told to purchase two boos of famous business leaders or successful personalities. They were asked to take up online personality test to check their IQ and EQ. Mentees were informed to contact ^{mentor} mentor for any issues if any .
Suggestions or actions to be taken by mentoring committee	Mentees were enquiring about fan regulators. They were informed that the request has been approved by Director and it will be done at the earliest.


 Signature of the Mentor

6th June 2016

From
The Members of the Mentorship Committee,
R V Institute of Management,
Bangalore.

To
The Director,
R V Institute of Management,
Bangalore.

Respected Sir,

Sub: Consolidated report on mentorship of 4th Semester for May 2016

In the context of the above subject, please find attached the consolidated report on mentorship of 4th Semester for May 2016.

The report is based on the outcome of mentorship meeting conducted by the mentors during the months of May 2016 for the 4th semester students.

Thanking You,

Yours Sincerely,

Mentorship Committee Members

Dr. Noor Firdoos Jahan

Mr. Pradeep M P

Enclosed-

1. Mentorship Consolidated Report
2. Individual Report of Mentors

Seen and noted the contents

Pl. submit a copy (final) to the IQAC

Seen
10/06/16

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Consolidated Mentorship Report

Month: May 2016

4th Semester

Agenda for 3rd and 4th mentorship meeting

- To find out the status of dissertation work and to check if any concerns to be addressed.
- To identify the eligibility requirements of mentees to be placed in a suitable organization.
- Help mentees in developing skills specific to job search (resume writing, interview skills etc.)
- To brief the mentees about the importance of personality development and its significance in their life
- The mentor will have to give simple and fundamental tips (know yourself, temperament, emotions, behavior, body language, self confidence etc.) on how to acquire a good and meaningful personality
- Counseling or training needs could be identified

Outcomes of the mentorship meeting:

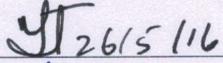
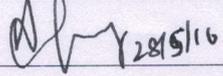
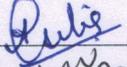
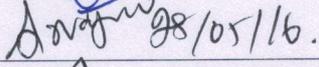
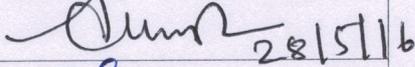
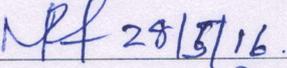
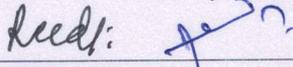
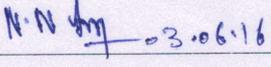
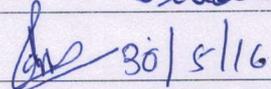
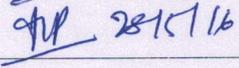
1. Mentees were advised to start with exam preparations.
2. Few of the mentees informed that they are finding it difficult to meet internal guides and not able to complete dissertation work on time.
3. Some of the students expressed that they have to wait for a long time to have discussion with their respective project guide.
4. Tips on life skills were given to students.
5. Mentees were advised to complete dissertation work on time.
6. Students were advised to practice good time management. Importance of dress code and grooming standards were explained to students.
7. Mentees were asked to read books of famous business and successful personalities.

Suggestions from the mentorship committee:

1. Faculties/Project guides should reduce waiting time of students who are seeking project guidance.
2. Faculties should make themselves free to meet project students when required.

**Note – Mentors were unable to meet all their mentees due to dissertation schedule of 4th semester students.*

4th Semseter Reports
List of Mentors

Sl.No.	Name	Signature
1	Dr.Noor Firdoos Jahan	 26/5/16
2	Dr.G.S.Venugopal	 23/5/16
3	Dr. Anupama K Malagi	 28/5/16
4	Ms. Anitha. B.M. D'Silva	
5	Dr. A. Narasima Venkatesh	 28/05/16.
6	Mr. N. Suresh	 28/5/16
7	Mr. G. Mahesh	 28/5/16.
8	Mr. A. Chandran	 28/5/16.
9	Mr. Manjunath S. Menedhal	Not met students mayy
10	Ms. Pavithra. S. T	Not met students Pg.
11	Ms. Sowmya. D. S	Not met students.
12	Mr. Nagasubba Reddy	 23.06.16
13	Mr. Gowrisha	Not met student 8/6
14	Ms. Rashmi Shetty	 30/5/16
15	Pradeep.M.P	 28/5/16

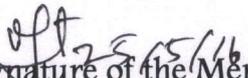
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month - May

Mentor Name	Dr. Noor Firdoos Jahan
Semester	IV

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	Nil
Summary of monthly mentorship meeting	<p>Two meetings were conducted in this month. Meeting 3 and 4. The agenda for the meeting was Examination preparation and Tips for life skills.</p> <p>Examination preparation: Students were advised to start with their preparation for the examination as soon as possible and complete their dissertation on time. Students were motivated to give their best in the examination and to score good percentage in their MBA degree.</p> <p>Some of my mentees are finding it difficult to meet their internal guides as they are to wait for the long time to meet their guides and not able to do their dissertation work on time.</p> <p>Tips on life skills: students were advised to inculcate Study skills in them as this skill will enable them to study and learn efficiently as they are an important set of transferable life skills.</p> <p>Students were advised to practicing good time management skills to study for their university exams.</p>
Suggestions or actions to be taken by mentoring committee	<p>Guides can reduce waiting time of their students to meet them as and when it is required.</p> <p>Provision for Some days can be made in the time table for the students to do their Mini project and case study in all the subjects as it carries 20 marks. This may improve the quality of their work.</p>


Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month_MAY-2016

Mentor Name	Dr.G.S.Venugopal
Semester	IV

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	1)Mentees informed that there are no problems with regard to classes 2)They expressed their satisfaction with regard to the facilities provided to them
Summary of monthly mentorship meeting	The mentor advised mentees 1)to prepare well for the forthcoming examination with a good plan 2)to seek the guidance of the mentor, when they face problems 3)to carryout dissertation work with all earnestness, as it is thro' this activity, they can gain the practical aspects of management.
Suggestions or actions to be taken by mentoring committee	Mentoring committee can arrange for a workshop or training session regarding dissertation viva,in conjunction with Dissertation/Project committee

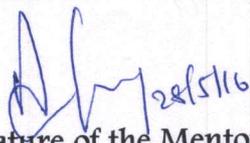

Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management
Report on
MENTORSHIP MEETING
May 2016

Mentor Name	Dr.Anupama.K.Malagi
Semester	IV Semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	<ul style="list-style-type: none">➤ Most of the students felt that they are not getting adequate time for their preparations for examinations.
Summary of monthly mentorship meeting	<ul style="list-style-type: none">➤ Gave suggestions regarding how to perform better in subjects where performance is not satisfactory.➤ Guided the students to prepare the subsequent chapters of the main project.➤ Guided the students regarding their queries pertaining to career choice.➤ Advised the students to approach the concerned subject faculty in case of any difficulties and also helped them to complete the case studies and mini projects.
Suggestions or actions to be taken by mentoring committee	—


Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month May

Mentor Name	Ms. Anitha D'silva
Semester	IV

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	<ul style="list-style-type: none">• Mentees met during the month only related to dissertation.• Some of the mentee came and discussed about their topics and gave their questionnaire to be edited.• Once in a while we could meet mentees gave information related stage of dissertation and the difficulties they are facing.• Few of them were thankful for guiding them during Internship as it has helped them now to proceed with dissertation work.• They also wanted to know the university exam dates thereby they could plan their joining date for work.• One mentee took some information related to UGC examination and the way to attempt the same.
Summary of monthly mentorship meeting	<ul style="list-style-type: none">• As there were no classes and dissertation was happening regular meetings were difficult to hold.• Suggested to meet me regarding any doubts related to higher studies, PHD, UGC exam and UPSC/IAS
Suggestions or actions to be taken by mentoring committee	-


Signature of the Mentor

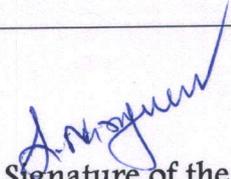
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING 3 and 4
Month MAY 2016

Mentor Name	Dr.A.Narasima Venkatesh
Semester	Fourth

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	-NIL-
Summary of monthly mentorship meeting	Dissertation status has been checked and suggested to meet their internal guides regularly to obtain suitable suggestions. The importance of personality development and its significance in mentees' life is explained. Given career guidance based on their interests. Suggested to prepare and practice some of the frequently asked interview questions in order to succeed in interviews. Suggested them to be thorough with their fundamental concepts in their respective domain before appearing for placement interviews and to approach faculty members of respective domain to clarify their doubts in concepts.
Suggestions or actions to be taken by mentoring committee	-NIL-


Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management
Report on MENTORSHIP MEETING
Month: April 2016

MEETING WAS HELD ON 21/01/2016 AND 28/05/2016

Mentor Name	N.SURESH
Semester	IV Semester.

Mentorship Report	
Comments on Mentee(s)	Nil
<p style="text-align: center;"><i>Agenda</i></p> <p>1) Review mentorship objectives set during the previous session.</p> <p>2) Recap previous session insights and important learning's.</p> <p>3) Tips on Personality development</p> <p>4) How to improve IQ.</p> <p>5) Need for councilors.</p>	<p>Following points were discussed during the mentorship</p> <p>Personality:</p> <p>The personality is the typical pattern of thinking, feeling, and behaviors that make a person unique.</p> <p>a) When we say that someone has a "good personality" we mean that they are likeable, interesting and pleasant to be with.</p> <p>b) The nature of one's thinking and emotions is now regarded as the basis of his personality development.</p> <p>c) Our thinking affects our mental, intellectual and also the physical makeup. Psychosomatic disorders are well known manifestations of sickness, infirmities or deprivation in one's thinking. Refinement and creative orientation of thoughts on the contrary is found to bring positive changes at the emotional and behavioral levels and thus also improve one's ability of progressive social adjustment. While we can only enhance our looks to a certain extent, we have the ability to improve the personality as much as we want.</p> <p>1) Read more and expand your interest</p> <p>2) Be a good conversationalist</p> <p>3) Meet new people</p> <p>4) Have a positive outlook and attitude</p> <p>5) Be fun and see the humorous side of life</p>

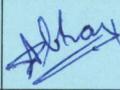
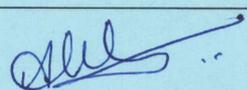
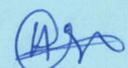
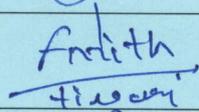
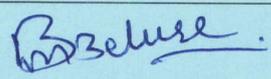
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R. V. Institute of Management

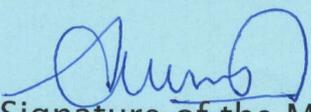
Report on MENTORSHIP MEETING

MEETING WAS HELD ON 21/05/2015 AND 28/05/2015

Following Students attended the meeting:

Special Agenda: *Dissertation guidelines*

S.I.No	Name	Phone NO	Signature
01	Abay Raj N Zala	9738025084	
02	Abishek A.V	9740014448	Abhi - shek AV
03	Abhishek Gowda R.V.	9738977640	
04	Akshay Subray Hegde	9164913230	
05	Amith Kumar Tiwari	9066449511	
06	Ashish Dixit	9886904793	
07	Basavaraj Mahadappa	8050988868	
08	Bharath T.M	9902608244	Bharath T.M
09			
10			


Signature of the Mentor

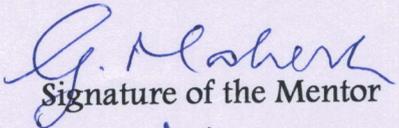
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R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month__May 2016

Mentor Name	G Mahesh
Semester	Fourth

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	Two Mentorship meetings were held between 4.00pm to 5 pm on 07/05/15 and 21/5/16 Agenda for meeting: 1.Job Placements 2. Desertation Progress 3.EQ/IQ 4.Problem solving
Summary of monthly mentorship meeting	# Mentees are happy with the academic support given by the Institute. # Mentees were given tips to perform better in interviews # Mentors were asked to take up completion and submission of projects on time. # Mentees were given tips on EQ and personality development
Suggestions or actions to be taken by mentoring committee	NIL


Signature of the Mentor
28/5/16

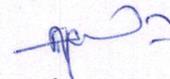
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month_ May

Mentor Name	Chandran. A
Semester	I V Semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	Only few of the students I could meet .Because of ongoing Project
Summary of monthly mentorship meeting	They were interested to have a sports day. Most discussion was focused on Project work process to obtain information and data required. Dressing and dress code was reminded as few of the students are not very keen to follow the rules because of only week end meetings..
Suggestions or actions to be taken by mentoring committee	



Signature of the Mentor

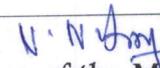
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month May 2016

Mentor Name	N.Nagasubba Reddy
Semester	IV Semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	-----
Summary of monthly mentorship meeting	Points discussed: <ol style="list-style-type: none">1. Placement updates.2. Dissertation deadlines.3. Career Planning4. Time Management and preparation for exams5. Attendance status
Suggestions or actions to be taken by mentoring committee	-----


Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month May, 2016

Mentor Name	Rashmi Shetty
Semester	IV

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	Overall none of the mentees are having issues with any subjects in the college. All are busy with their dissertation work.
Summary of monthly mentorship meeting	They were checked on their dissertation progress. They had some doubts on plagiarism tests etc which was resolved by the mentor. Conducted GD session for them on the topic Indian economy. Gave them few tips on report writing and viva.
Suggestions or actions to be taken by mentoring committee	None


Signature of the Mentor

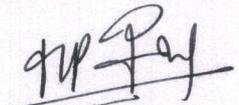
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month_ May 2016

Mentor Name	Pradeep.M.P
Semester	IV

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	All the mentees have met for the meeting. All are happy with the dissertation work and classes.
Summary of monthly mentorship meeting	Checked with mentees if they have any concerns. Informed them to submit dissertation report on time as per the schedule. All mentees were told to improve their personalities by reading biographies of famous leaders. They were informed to concentrate on placement and exams. Students were told to feel free to meet the mentor at any time if required.
Suggestions or actions to be taken by mentoring committee	-----Nil-----


Signature of the Mentor

6th May, 2016

From
The Members of the Mentorship Committee,
R V Institute of Management,
Bangalore.

To
The Director,
R V Institute of Management,
Bangalore.

Respected Sir,

Sub: Consolidated report on mentorship of 2nd Semester for April 2016

In the context of the above subject, please find attached the consolidated report on mentorship of 2nd Semester for April 2016.

The report is based on the outcome of mentorship meeting conducted by the mentors during the month of April 2016 for the 2nd semester students.

Thanking You,

Yours Sincerely,

Mentorship Committee Members

Dr. Noor Firdoosh Jahan

Mr. Pradeep M P

Enclosed-

1. List of reports received
2. Mentorship Consolidated Report
3. Individual Report of Mentors

Dr. NMFJ

It is better to make
print of consolidated
report, to all the
faculty members

RM
07/05

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Consolidated Mentorship Report

Month: April 2016

2nd Semester

Agenda for 1th and 2th mentorship meeting

- The mentor will have to consider giving guidance to the mentees who need academic support by:
Suggesting suitable reference books to prepare notes
Find out if mentees are finding difficult to cope up with specific subjects.
- Guiding mentees to respective faculties to get clarity on concepts on subject (If required)
- The mentees can also discuss or clarify any doubts or issues within the framework of the course they are studying
- To check on the placement status of the students
- Dress code and Grooming
- Encouraging mentees to participate in cultural and sports activities
- To check on syllabus coverage

Outcomes of the mentorship meeting:

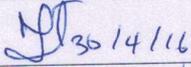
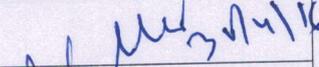
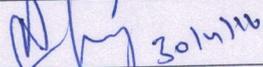
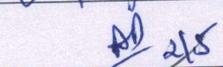
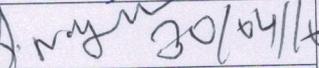
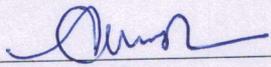
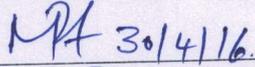
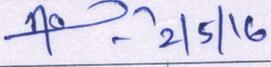
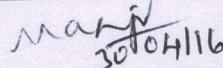
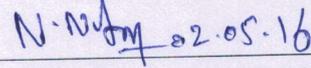
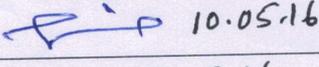
1. The mentors guided the students to visit library and refer text books.
2. Some of the students were worried about the Financial Management and Operation Research subject's portions completion on time.
3. All the mentees have expressed their satisfaction with all the activities in the institutions.
4. Few students are of the opinion that the fan regulators to be provided in the class room to control the fan speed.
5. Some mentees request for training on spoken English.
6. Mentees are unaware of availability and the selection of specialization.
7. Few mentees are not clear on the career options.

Suggestions from the mentorship committee:

1. Extra classes for financial management and Operations research can be allocated at the earliest.
2. Provision has to be made to change the fan speed in the class room as per the student's requirement.
3. Training session need be arranged for spoken English.
4. One session on guiding students on various specialization streams offered in the institution and its relevance on the career opportunities can be organized.

2nd Semseter Reports

List of Mentors

Sl.No.	Name	Signature/Date
1	Dr.Noor Firdoos Jahan	 30/4/16
2	Dr.G.S.Venugopal	 30/4/16
3	Dr. Anupama K Malagi	 30/4/16
4	Ms. Anitha. B.M. D'Silva	 2/5
5	Dr. A. Narasima Venkatesh	 30/04/16
6	Mr. N. Suresh	
7	Mr. G. Mahesh	 30/4/16.
8	Mr. A. Chandran	 2/5/16
9	Mr. Manjunath S. Menedhal	 30/04/16
10	Ms. Pavithra. S. T	
11	Ms. Sowmya. D. S	
12	Mr. Nagasubba Reddy	 02.05.16
13	Mr. Gowrish	 10.05.16
14	Ms. Rashmi Shetty	11.05.16.
15	Mr. Pradeep.M.P	

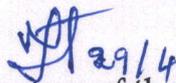
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month - April

Mentor Name	Dr. Noor Firdoos Jahan
Semester	II

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	-----
Summary of monthly mentorship meeting	<p>The agenda for the meeting was Academic Support and Placement Training feedback and co-curricular activities</p> <ul style="list-style-type: none">• All my mentees are happy with the teaching learning process happening in this semester.• They are little worried about the Financial Management subject's portion completion on time.• Suggested books for their reference in some of the subjects and how they have to prepare for the exams.• I encouraged students to participate in the various events happening in the college and other colleges to improve their managerial skills. Also asked my mentees to involve themselves in organizing these events.• Students expressed no issues related to the training provided to them.
Suggestions or actions to be taken by mentoring committee	Nil


Signature of the Mentor

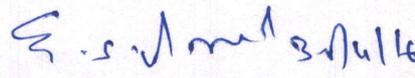
30/4/16

Report on
MENTORSHIP MEETING
Month_APR-2016

Mentor Name	Dr.G.S.Venugopal
Semester	II

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	1)Mentorship meeting was arranged on 13/4 and 28/4 and was attended respectively by 1 and 7 mentees only 2)Mentees were informed to make best use of the mentorship, as it is designed to help them only 3)The mentees ,who were present, expressed their satisfaction with regard to all academic and co-academic activities of the college. 4)They have no grievance about infrastructural facilities
Summary of monthly mentorship meeting	The mentor suggested that 1)all mentees shall strive hard in their studies to take up fierce competition in employment market 2) all mentees should take part in workshops/seminars arranged by the college, as it will help in their overall development 3)all mentees shall attend the meetings, in future, without fail.
Suggestions or actions to be taken by mentoring committee	The mentoring committee is suggested have 1)One work shop to enhance mentees 'English speaking skills 2) One work shop to enhance mentees' General communication skills .


Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
April 2016

Mentor Name	Dr.Anupama.K.Malagi
Semester	II Semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindlywrite a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	No specific issues
Summary of monthly mentorship meeting	<ul style="list-style-type: none">➤ Gave suggestions regarding how to perform better in subjects where performance is not satisfactory.➤ Guided the students to prepare flow charts and mind maps to prepare for the examination in a better way.➤ Guided the students to prepare a schedule for studying.➤ Advised the students to approach the concerned subject faculty in case of any difficulties
Suggestions or actions to be taken by mentoring committee	—


30/4/16
Signature of the Mentor

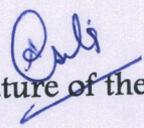
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month April

Mentor Name	Ms. Anitha Dsilva
Semester	II

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	<p>Mentees met individually as and when they were free and no classes were scheduled.</p> <p>Students have also formed a group where all the information is communicated through this group.</p> <p>Some of the students are more frequent and discuss their doubts or any inability to attend classes.</p> <p>They have submitted their mini project and have met after the project was evaluated.</p> <p>Students found that the visit to the Museum was fruitful and gave them a lot of exposure.</p>
Summary of monthly mentorship meeting	<p>All mentees who came whenever they were free were told to keep attending classes regularly.</p> <p>Make a power point presentation of the mini project and be ready</p> <p>Group presentation will be carried out in the month of May.</p>
Suggestions or actions to be taken by mentoring committee	


Signature of the Mentor

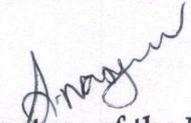
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

**Consolidated Report on
Mentorship Meeting - One and Two**

Mentor Name	Dr.A.Narasima Venkatesh
Semester	Second

- **Please comment on the Mentee(s) whose issues to be addressed only**
- **Kindly write a brief summary report on the mentorship activity done during the current month.**
- **Please provide any instruction or action to be initiated by the mentorship committee.**

Mentorship Report	
Comments on Mentee(s)	-Nil-
Summary of monthly mentorship meeting	Advised mentees to take appointment and clarify their subject related doubts with faculty members of respective subjects. Suggested mentees to utilize the library facilities in a useful manner. Encouraged all the mentees to take active participation at least one sport event and cultural event. Provided personality grooming tips. Advised them to always maintain formal dress code inside the campus. Instructed them to follow the dress code prescribed by the institute and to obey and to give respect to all the faculty members in the institute. Suggested them to read self -help management books during their free time.
Suggestions or actions to be taken by mentoring committee	-Nil-

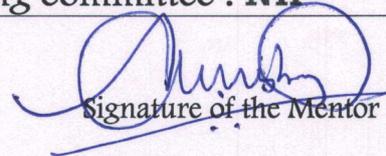

Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on MENTORSHIP MEETING
Month: April 2016 II Semester

Mentor Name	N.SURESH
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Mentorship Report	
Comments on Mentee(s)	Nil
<p><i>Agenda</i></p> <ol style="list-style-type: none">1) Review mentorship objectives set during the previous session.2) Recap previous session insights and important learning's.3) Academic support4) Difficult to cope up with specific subjects.5) Effective ways to study the subject.6) Make students to use library facilities.	<p>Following points were discussed during the mentorship meeting- For agenda 3 to 6.</p> <ol style="list-style-type: none">1) Begin writing assignments early enough to allow time for careful revisions.2) Work to increase concentration and decrease procrastination.3) Use available campus resources such as the Office of Academic Support and the library.4) Devise a study plan for tests and exams.5) Study with a study partner or small study group, going over key points.6) Avoid cramming.7) Use a variety of study techniques. Don't just memorize.8) Always attend class when there is a quiz or test.9) Read and follow all directions on tests and exams.10) Balance academic work with safe and constructive leisure activities.11) Get involved in at least one activity on campus, such as a club, organization, or volunteer work.12) Get adequate sleep.13) Eat nutritious foods.14). Avoid smoking
Suggestions or actions to be taken by mentoring committee : Nil	


Signature of the Mentor

Rashtreeya Sikshana Samithi Trust

R V INSTITUTE OF MANAGEMENT

CA - 17, 36th Cross, 26th Main, 4th T Block, Jayanagar, Bangalore – 560041

Ph: 080-26547048

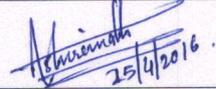
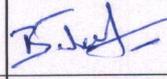
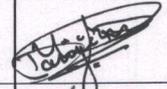
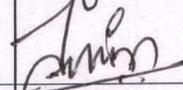
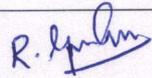
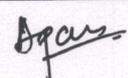
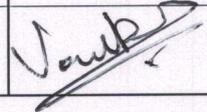
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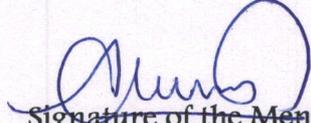
Website: www.rvim.in

Email:

contact@rvim.in

I SEMESTER

Faculty Name N.SURESH:				
Meeting Date: 25-04-2016 (Monday) 4:00pm- 5:00pm				
Academic support				
Sl. No	Student Name	Section	Phone NOS	Signature
1	Akshay S Hiremath	A	8050858983	
2	Beesabathuni Jeevan Kumar	A	9030567527	
3	Dominic Davy	A	8050651189	
4	Jeswin A John	B	8970611713	
5	Md Aejaz Rasheed Patel	B	9986623008	
6	Nithin Viswanathan	B	9746052586	
7	R Guru Chandran	C	9738889833	
8	Aparna Sai	A	07760781371	
9	Srinivas Prasad D S	D	9739573547	Absent
10	Venkatesh Gowda M G	D	8904560668	


Signature of the Mentor

N.SURESH

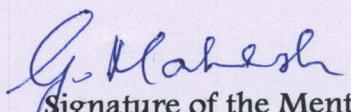
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month__April 2016

Mentor Name	G Mahesh
Semester	Second

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	Two Mentorship meetings were held between 4.00pm to 5 pm on 02/04/15 and 22/4/16
Summary of monthly mentorship meeting	Agenda for meeting: 1. Academic Support 2. Placement Training
Suggestions or actions to be taken by mentoring committee	# Mentees are happy with the academic support given by the Institute. # Mentees find the placement training useful in improving their soft skills # Mentees were encouraged to take part in sports activities and cultural events. # Tips were given on personal grooming. # Mentees mentioned that 30%-35% of syllabus is covered.


Signature of the Mentor
30/4/16.

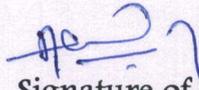
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month_ April 2016_

Mentor Name	Chandran. A
Semester	II Semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	General Guidance provided for improving the reading skills. More emphasis were on effective attention during class lecture.
Summary of monthly mentorship meeting	The meeting was more of informal in nature and based on the progress. 2 meetings were possible this month. Very important issues were highlighted in a polite, conversational counseling for effective result. Classroom distractions require special care. Accordingly 1 student using chewing gum most of the time was admonished. Formal Dressing in the campus was one of the topics addressed.
Suggestions or actions to be taken by mentoring committee	We wish to incorporate 10 minutes video LECTURE/DEMONSTRATION on good grooming, during one of the lecture class during Innovation Lab session.


Signature of the Mentor

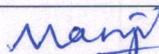
RashtreeyaSikshanaSamithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month of April 2016

Mentor Name	Manjunath M
Semester	II Semester

- **Please comment on the Mentee(s) whose issues to be addressed only**
- **Kindlywrite a brief summary report on the mentorship activity done during the current month.**
- **Please provide any instruction or action to be initiated by the mentorship committee.**

Mentorship Report	
Comments on Mentee(s)	<ul style="list-style-type: none">• All the mentees had attended the mentorship meeting.• All the mentees are informed to attend the meeting regularly.
Summary of monthly mentorship meeting	<ul style="list-style-type: none">• A mentorship meeting was conducted on 20.04.2016.• Informed all the mentees to fill the I semester test marks and other details which were not filled.• Interacted with the mentees to know their needs and requirements.• All the mentees are very happy with the college environment and they are of the opinion that the institute has got very good environment for their academic support.• Students are happy with library facilities provided to them.• Mentees were informed to attend the classes regularly and further they were informed to maintain 75% in all the subjects.
Suggestions or actions to be taken by mentoring committee	<ul style="list-style-type: none">• Some students are of the opinion that mentees need some extra classes on QT&OR and also on Financial Management.• Some students are of the opinion that the fans should have the regulators to adjust the speed so that they can control the speed of the fan.• Some students expressed that it is very difficult concentrate for 2 hours session.• It was noticed during the intersection with the students it was felt that some students need training on spoken English.


Signature of the Mentor

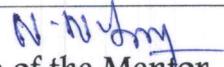
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month April 2016

Mentor Name	N.Nagasubba Reddy
Semester	II Semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	-----
Summary of monthly mentorship meeting	Points discussed <ol style="list-style-type: none">1. Second semester subjects compatibility2. Placement training programmes3. Career growth and future plans.4. Linking Hobbies with career.5. First Internal examination performance.6. Participation in extra Curricular and Co Curricular activities.
Suggestions or actions to be taken by mentoring committee	-----


Signature of the Mentor

Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING

Month: April - 2016

Mentor Name	Gowrisha
Semester	II

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	Mentees are not facing any problem with the subjects of second semester and they are able to understand.
Summary of monthly mentorship meeting	Conducted two meetings in the month and covered the given agendas for the meetings. Explained how the second semester subjects are important and how they should work towards selecting specialization. Advised them to participate in the management fests organized by various institutes. Asked them to concentrate more on improving their technical and communication skills.
Suggestions or actions to be taken by mentoring committee	No specific suggestion as such.


Signature of the Mentor

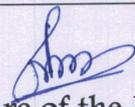
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R. V. Institute of Management

Report on
MENTORSHIP MEETING
Month April 2016

Mentor Name	Rashmi Shetty
Semester	II

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	No issues in particular from any mentees Mentees wanted to have few sessions on improving their communication and presentation skills With the consent of all mentees we have started a small club where all the mentees meet every Saturday and work on these skills under the mentor's guidance.
Summary of monthly mentorship meeting	Enquired the mentees about their internal performance. Suggested them on areas of improvement for a better performance in upcoming tests. Conducted a session on self-motivation and networking.
Suggestions or actions to be taken by mentoring committee	None


Signature of the Mentor

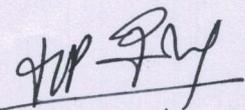
Rashtreeya Sikshana Samithi Trust
R. V. Institute of Management

Report on
MENTORSHIP MEETING
April 2016

Mentor Name	Pradeep.M.P
Semester	II semester

- Please comment on the Mentee(s) whose issues to be addressed only
- Kindly write a brief summary report on the mentorship activity done during the current month.
- Please provide any instruction or action to be initiated by the mentorship committee.

Mentorship Report	
Comments on Mentee(s)	Mentees were very cordial during the meeting. All the mentees have attended for the meeting. Two meeting were conducted and all the points were discussed.
Summary of monthly mentorship meeting	All mentees were informed to make use of library facility. Tips for interview and placements preparation were discussed. Students are happy with the classes and studying well. Students were informed to attend classes regularly and maintain attendance. Mentees were asked concentrate more on subjects which has numerical problem. All the mentees were informed to maintain dress code and grooming standards.
Suggestions or actions to be taken by mentoring committee	Most of the mentees have problem in selecting the specialization. Fan speed is fixed and facing problem since it is difficult to change fan speed. Needs extra classes for OR and finance. Mentees require career guidance



Signature of the Mentor

MENTORSHIP REPORT

III SEMESTER
NOVEMBER 2017

MEMBERS

1. Dr. Anupama K Malagi : Coordinator
2. Ms. Rashmi Shetty
3. Ms. Payal Jindal
4. Mr. G Mahesh

TABLE OF CONTENTS

MENTORSHIP PROCESS

1. PROCESS CHART
2. PROCESS DESCRIPTION

MENTOR-WISE REPORT

1. DR. NOOR FIRDOOS ✓
2. DR. ANUPAMA ✓
3. DR. SHRUTHI MAYUR ✓
4. DR. POORNIMA WASDANI ✓
5. DR. A NARASIMA VENKATESH ✓
6. MR. N SURESH ✓
7. MS. ANITHA D'SILVA ✓
8. MR. A CHANDRAN ✓
9. MR. N NAGASUBBA REDDY ✓
10. MR. MANJUNATH S M ✓
11. MR. MAHESH G ✓
12. MS. SOWMYA D S ✓
13. MS. RASHMI SHETTY ✓
14. MR. PRADEEP M P ✓

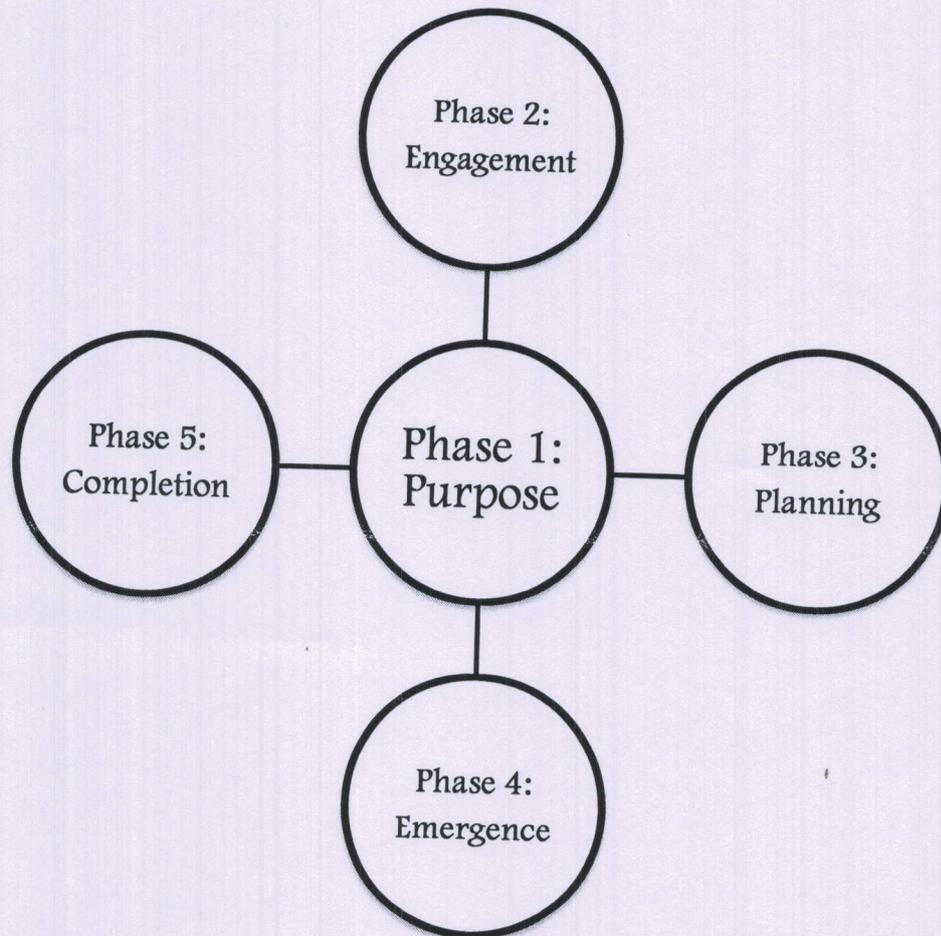
ISSUES IDENTIFIED

ISSUES

FUTURE PLAN OF ACTIONS

Mentorship Programme

Five Phase Model



Phase 1: Purpose

This is the orientation process which answers the questions of Why students need a mentor? And Why the faculty members have to be the mentors?

Activities

1. Orientation session for the mentees (What is mentorship? Benefits, Do's and Don't's)
2. Orientation session for the mentors (mentorship model, Do's and Don't's)

Phase 2: Engagement

In this phase mentor allocation is done and the mentorship methodology is introduced to the mentors.

Activities

1. Allocation of mentors for the 1st semester students.
2. Duration and frequency of mentorship meeting
3. Self – assessment of the mentors before they begin the mentorship
4. Goal setting by the mentor for each mentee under them.

Phase 3: Planning

In this phase the mentee and mentor develop a mentoring action plan, which includes goals, action steps, resources, timelines and how they evaluate success specific to their mentoring relationship

Activities

1. Progressive scheme to be prepared by the committee
2. Progressive scheme to be maintained by the mentor for each mentee and update on every mentorship meeting.
3. Prepare an overall one page Mentor Review by the mentor after every mentorship meeting

Phase 4: Emergence

In this phase the mentorship committee will track and control the mentorship process.

Activities

1. Collecting all the Progressive schemes from the mentors after completion of each mentorship meeting.

2. Collection of all the Mentor Reviews after each mentorship meeting
3. Prepare an overall one page Mentor Review by the mentor after every mentorship meeting.
4. Mentor- rating based on the collected Progressive Schemes and Mentor Reviews.
5. Analysis and Report preparation by the mentorship committee for final submission on the mentorship process.

Phase 5: Completion

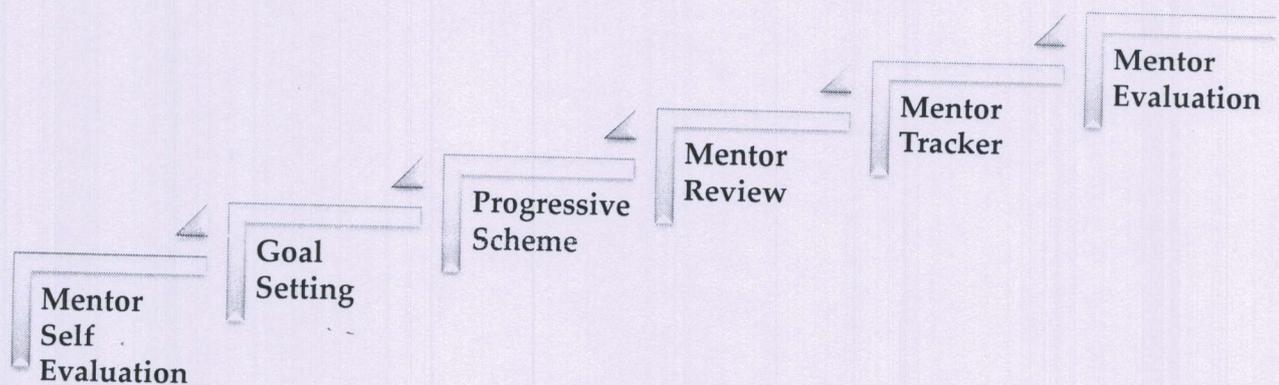
The completion phase is a time for celebrating mentor and mentee accomplishments, evaluating the mentorship relationship and effectiveness of the mentorship programme

Activities

1. Selecting the best mentor and best mentee based on goal achievement and task achievements/
2. Collecting the mentor feedback from the mentees of the respective mentors and analyzing the same. Also submitting the mentor performance report to each mentor for future improvements.
3. Collecting mentorship process feedback from the mentors. Analysing and submitting the performance report for the same for future improvements.

MENTORSHIP PROCESS

THE PROCESS CHART



1. The process started with orientation and presentation to the Faculty members followed by the presentation to the students of both I and III semester. This presentation was made to introduce the new process of mentorship to all. The presentation was done by Dr. Anupama Malagi, Ms. Rashmi Shetty and Mr. Mahesh.
2. The faculty members were asked to evaluate themselves as mentors through a Mentor self-evaluation questionnaire.
3. The mentees under Ms. Kavitha, Ms. Maithri and Dr. Venugopal were reassigned to existing and new mentors. The reallocation was done by Ms. Payal Jindal and Mr. Mahesh G.
4. The mentors started meeting their mentees from III semester on convenience basis and have guided them in setting three goals each for the present semester. The mentors have also collected information on various parameters and filled the progressive schemes of each mentee.
5. The completed progressive schemes and the Mentor Review Sheets were collected from all the mentors by Dr. Anupama Malagi, Ms. Rashmi Shetty and Mr. Mahesh G.
6. The collected information from the mentors was further consolidated and analyzed by Dr. Anupama Malagi and Ms. Rashmi Shetty.

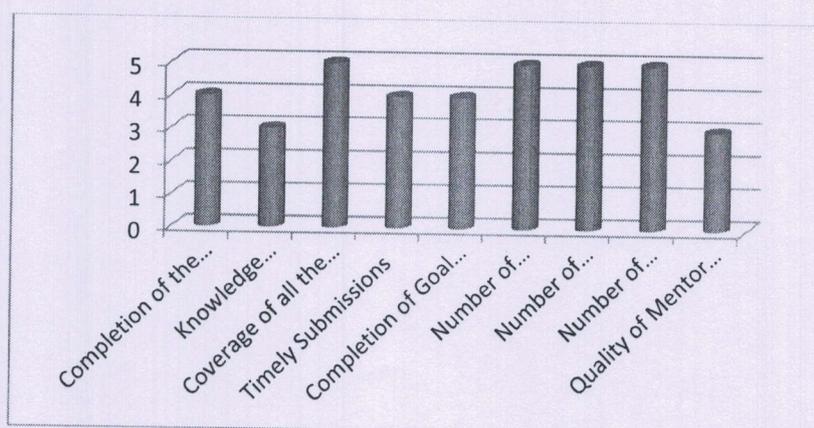
MENTOR-WISE REPORT

1. DR. NOOR FIRDOOS JAHAN

The mentor has completed the scheduled meetings on time and also has submitted the information to the mentorship committee on time. The mentor has taken assistance from the mentorship committee wherever necessary and followed the process of mentorship accordingly. All the mentees are on the positive side in the progressive scheme. The performance chart & graph of the mentor is as follows:

Mentorship committee to rate the mentors for each parameter on a scale of 1 to 5

S. NO	PARAMETERS	Month I
		Nov 2017
		III Sem
1	Completion of the meetings	4
2	Knowledge Transfer to mentees	3
3	Coverage of all the mentees	5
4	Timely Submissions	4
5	Completion of Goal Setting for each mentee.	4
6	Number of mentees in extreme left parameters	5
7	Number of mentees in Neutral parameters	5
8	Number of Mentees in extreme right parameters	5
9	Quality of Mentor Reviews	3
GRAND TOTAL		38

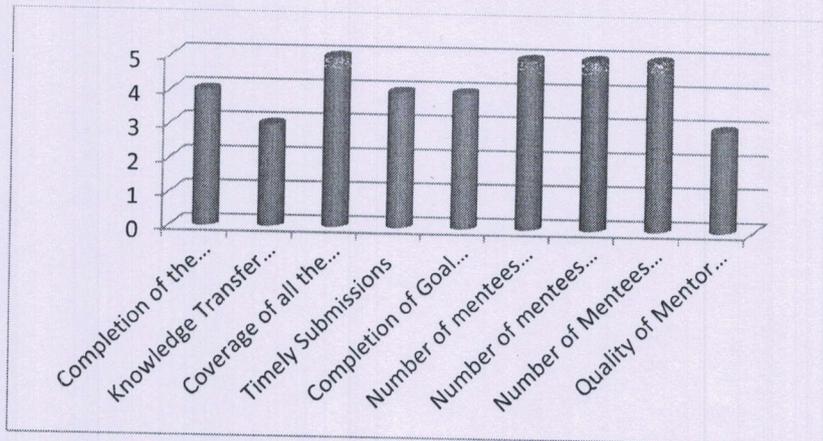


2. DR. ANUPAMA MALAGI

The mentor has completed the scheduled meetings on time and also has submitted the information to the mentorship committee on time. The mentor has followed the process of mentorship accordingly. There are 4 mentees who need complete involvement of the mentor for their development. The performance chart & graph of the mentor is as follows:

Mentorship committee to rate the mentors for each parameter on a scale of 1 to 5

S. NO	PARAMETERS	Month I Nov 2017
		III Sem
1	Completion of the meetings	5
2	Knowledge Transfer to mentees	5
3	Coverage of all the mentees	4
4	Timely Submissions	4
5	Completion of Goal Setting for each mentee.	5
6	Number of mentees in extreme left parameters	5
7	Number of mentees in Neutral parameters	4
8	Number of Mentees in extreme right parameters	5
9	Quality of Mentor Reviews	4
GRAND TOTAL		41

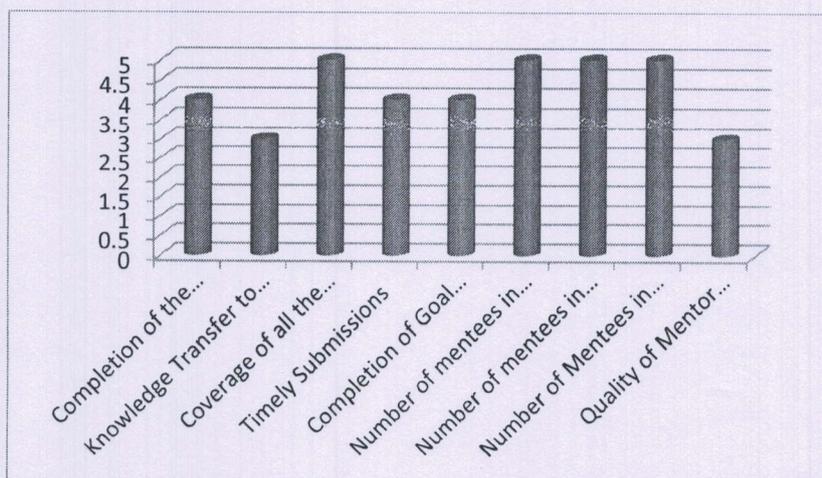


3. DR. SHRUTHI MAYUR

The mentor has completed the scheduled meetings on time and also has submitted the information to the mentorship committee on time. The mentor has followed the process of mentorship accordingly. There are 5 mentees on the extreme negative side and 2 mentees who need complete involvement of the mentor for their development. The performance chart & graph of the mentor is as follows:

Mentorship committee to rate the mentors for each parameter on a scale of 1 to 5

S. NO	PARAMETERS	Month I Nov 2017
		III Sem
1	Completion of the meetings	4
2	Knowledge Transfer to mentees	4
3	Coverage of all the mentees	5
4	Timely Submissions	4
5	Completion of Goal Setting for each mentee.	4
6	Number of mentees in extreme left parameters	5
7	Number of mentees in Neutral parameters	2
8	Number of Mentees in extreme right parameters	4
9	Quality of Mentor Reviews	4
GRAND TOTAL		36

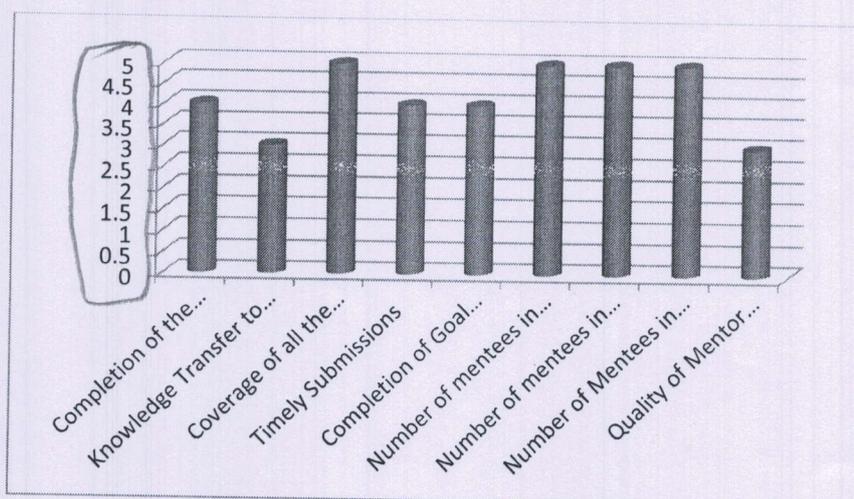


4. DR. POORNIMA WASDANI

The mentor has completed the scheduled meetings on time and also has submitted the information to the mentorship committee on time. Since the mentoring process and the mentees were new to the mentor there was a delay in submission. With the assistance of mentorship committee the mentor has followed the process of mentorship accordingly. There is only 1 mentee who needs complete involvement of the mentor for his development. The performance chart & graph of the mentor is as follows:

Mentorship committee to rate the mentors for each parameter on a scale of 1 to 5

S. NO	PARAMETERS	Month I Nov 2017
		III Sem
1	Completion of the meetings	4
2	Knowledge Transfer to mentees	4
3	Coverage of all the mentees	3
4	Timely Submissions	4
5	Completion of Goal Setting for each mentee.	4
6	Number of mentees in extreme left parameters	5
7	Number of mentees in Neutral parameters	5
8	Number of Mentees in extreme right parameters	5
9	Quality of Mentor Reviews	3
GRAND TOTAL		37

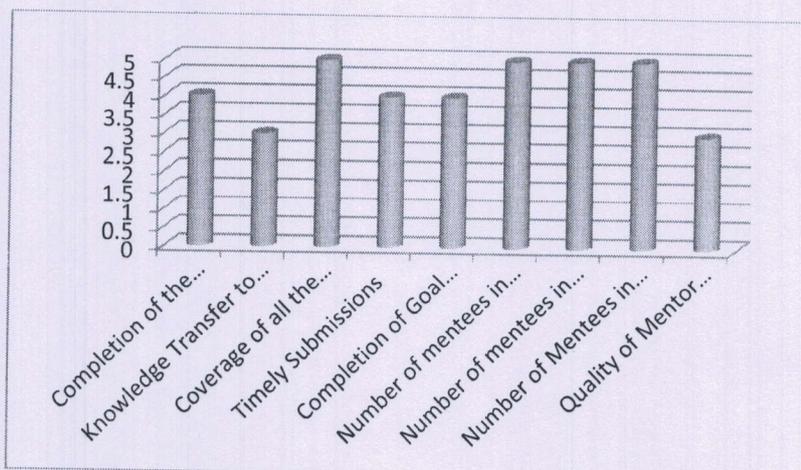


5. DR. A NARASIMA VENKATESH

The mentor has completed the scheduled meetings on time and also has submitted the information to the mentorship committee on time. The mentor has followed the process of mentorship accordingly. There are 4 mentees who are on the extreme negative end and 3 mentees who need complete involvement of the mentor for their development. The performance chart & graph of the mentor is as follows:

Mentorship committee to rate the mentors for each parameter on a scale of 1 to 5

S. NO	PARAMETERS	Month I Nov 2017
		III Sem
1	Completion of the meetings	4
2	Knowledge Transfer to mentees	3
3	Coverage of all the mentees	5
4	Timely Submissions	3
5	Completion of Goal Setting for each mentee.	4
6	Number of mentees in extreme left parameters	4
7	Number of mentees in Neutral parameters	3
8	Number of Mentees in extreme right parameters	4
9	Quality of Mentor Reviews	2
GRAND TOTAL		32

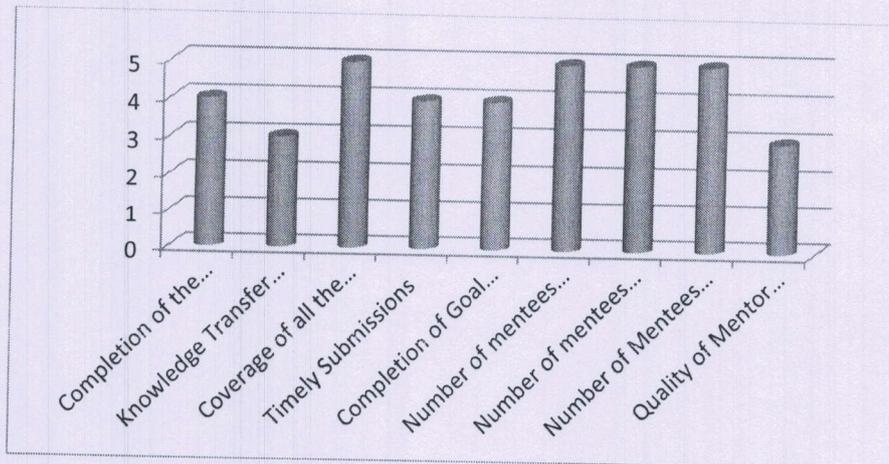


6. MR. N SURESH

The mentor has completed the scheduled meetings on time and also has submitted the information to the mentorship committee on time. The mentor has followed the process of mentorship accordingly. There is only 1 mentee who is on the extreme negative end and 3 mentees who need complete involvement of the mentor for their development. The performance chart & graph of the mentor is as follows:

Mentorship committee to rate the mentors for each parameter on a scale of 1 to 5

S. NO	PARAMETERS	Month I Nov 2017
		III Sem
1	Completion of the meetings	4
2	Knowledge Transfer to mentees	5
3	Coverage of all the mentees	5
4	Timely Submissions	4
5	Completion of Goal Setting for each mentee.	4
6	Number of mentees in extreme left parameters	5
7	Number of mentees in Neutral parameters	3
8	Number of Mentees in extreme right parameters	5
9	Quality of Mentor Reviews	4
GRAND TOTAL		39

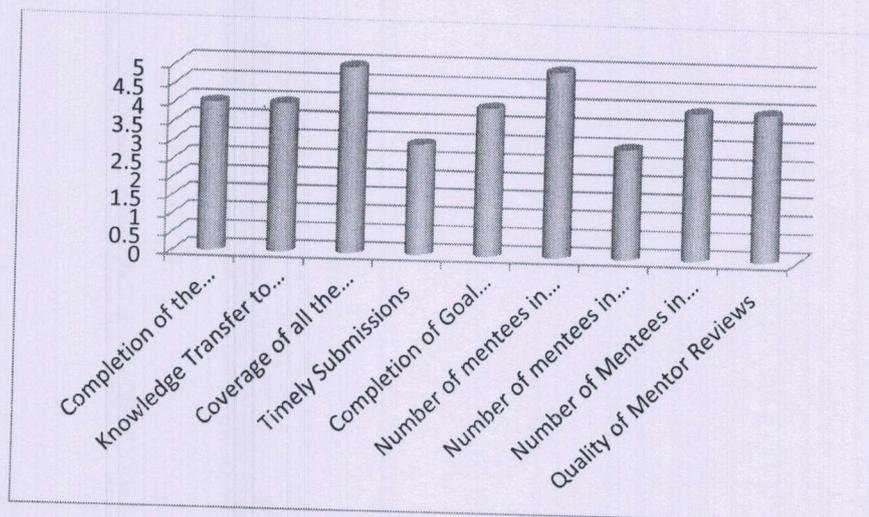


7. MS. ANITHA D'SILVA

The mentor has completed the scheduled meetings on time and also has submitted the information to the mentorship committee on time. The mentor has followed the process of mentorship accordingly. There are 5 mentees who are on the extreme negative end and 3 mentees who need complete involvement of the mentor for their development. The performance chart & graph of the mentor is as follows:

Mentorship committee to rate the mentors for each parameter on a scale of 1 to 5

S. NO	PARAMETERS	Month I Nov 2017
		III Sem
1	Completion of the meetings	4
2	Knowledge Transfer to mentees	4
3	Coverage of all the mentees	5
4	Timely Submissions	3
5	Completion of Goal Setting for each mentee.	4
6	Number of mentees in extreme left parameters	5
7	Number of mentees in Neutral parameters	3
8	Number of Mentees in extreme right parameters	4
9	Quality of Mentor Reviews	4
GRAND TOTAL		36

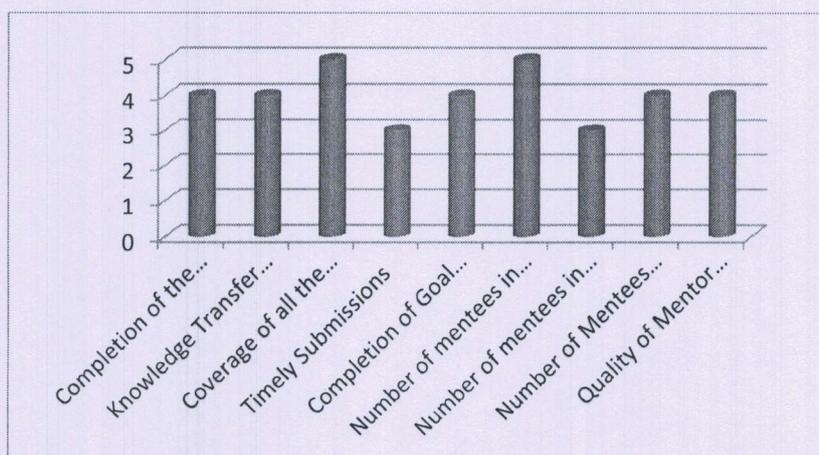


8. MR. A. CHANDRAN

The mentor has completed the scheduled meetings on time and also has submitted the information to the mentorship committee on time. The mentor has followed the process of mentorship accordingly. There is only 1 mentees needs complete involvement of the mentor for his development. The performance chart & graph of the mentor is as follows:

Mentorship committee to rate the mentors for each parameter on a scale of 1 to 5

S. NO	PARAMETERS	Month I Nov 2017
		III Sem
1	Completion of the meetings	3
2	Knowledge Transfer to mentees	3
3	Coverage of all the mentees	3
4	Timely Submissions	3
5	Completion of Goal Setting for each mentee.	4
6	Number of mentees in extreme left parameters	5
7	Number of mentees in Neutral parameters	5
8	Number of Mentees in extreme right parameters	4
9	Quality of Mentor Reviews	3
GRAND TOTAL		33

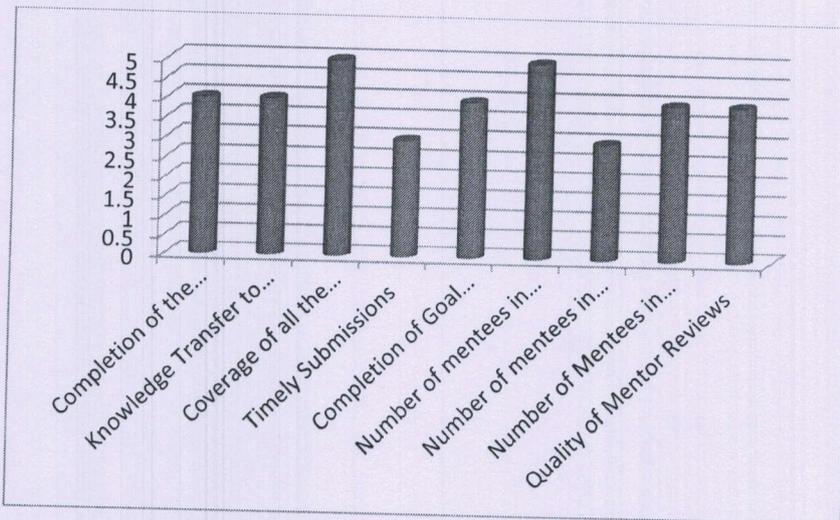


9. MR. N NAGASUBBA REDDY

The mentor has completed the scheduled meetings on time and also has submitted the information to the mentorship committee on time. The mentor has followed the process of mentorship accordingly. There is only 1 mentees who is on the extreme negative end and 3 mentees who need complete involvement of the mentor for their development. The performance chart & graph of the mentor is as follows:

Mentorship committee to rate the mentors for each parameter on a scale of 1 to 5

S. NO	PARAMETERS	Month I November 2017
		III Semester
1	Completion of the meetings	4
2	Knowledge Transfer to mentees	3
3	Coverage of all the mentees	4
4	Timely Submissions	5
5	Completion of Goal Setting for each mentee.	4
6	Number of mentees in extreme left parameters	5
7	Number of mentees in Neutral parameters	4
8	Number of Mentees in extreme right parameters	5
9	Quality of Mentor Reviews	3
GRAND TOTAL		37

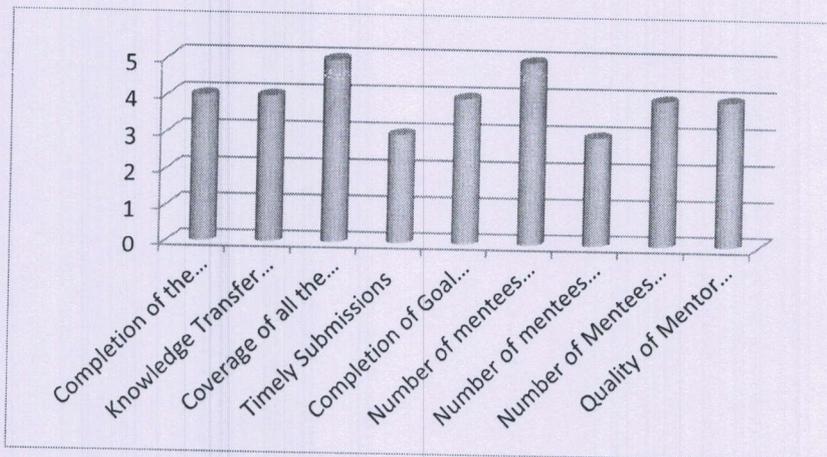


10. MR. MANJUNATH S M

The mentor has completed the scheduled meetings on time and also has submitted the information to the mentorship committee on time. The mentor has followed the process of mentorship accordingly. All the 11 mentees need complete involvement of the mentor for their development. The performance chart & graph of the mentor is as follows:

Mentorship committee to rate the mentors for each parameter on a scale of 1 to 5

S. NO	PARAMETERS	Month I Nov 2017
		III Sem
1	Completion of the meetings	5
2	Knowledge Transfer to mentees	5
3	Coverage of all the mentees	5
4	Timely Submissions	5
5	Completion of Goal Setting for each mentee.	5
6	Number of mentees in extreme left parameters	5
7	Number of mentees in Neutral parameters	3
8	Number of Mentees in extreme right parameters	2
9	Quality of Mentor Reviews	5
GRAND TOTAL		40

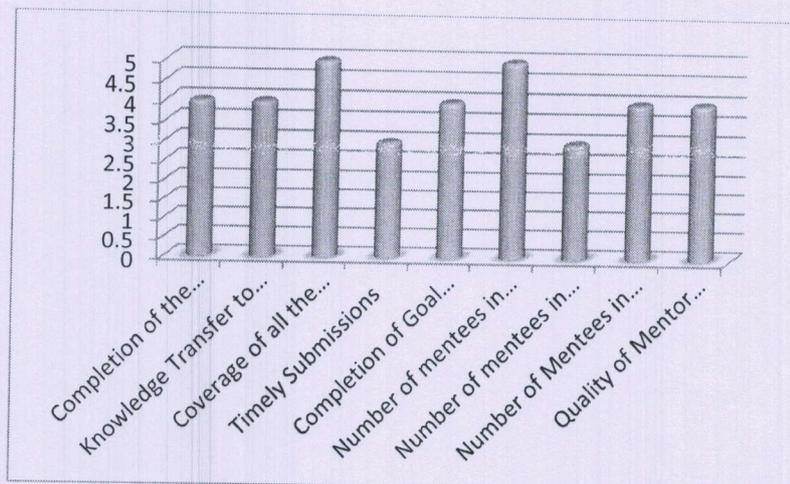


11. MR. MAHESH G

The mentor has completed the scheduled meetings on time and also has submitted the information to the mentorship committee on time. The mentor has followed the process of mentorship accordingly. All the 13 mentees need complete involvement of the mentor for their development. The performance chart & graph of the mentor is as follows:

Mentorship committee to rate the mentors for each parameter on a scale of 1 to 5

S. NO	PARAMETERS	Month I Nov 2017
		III Sem
1	Completion of the meetings	4
2	Knowledge Transfer to mentees	3
3	Coverage of all the mentees	4
4	Timely Submissions	4
5	Completion of Goal Setting for each mentee.	4
6	Number of mentees in extreme left parameters	5
7	Number of mentees in Neutral parameters	2
8	Number of Mentees in extreme right parameters	2
9	Quality of Mentor Reviews	3
GRAND TOTAL		31

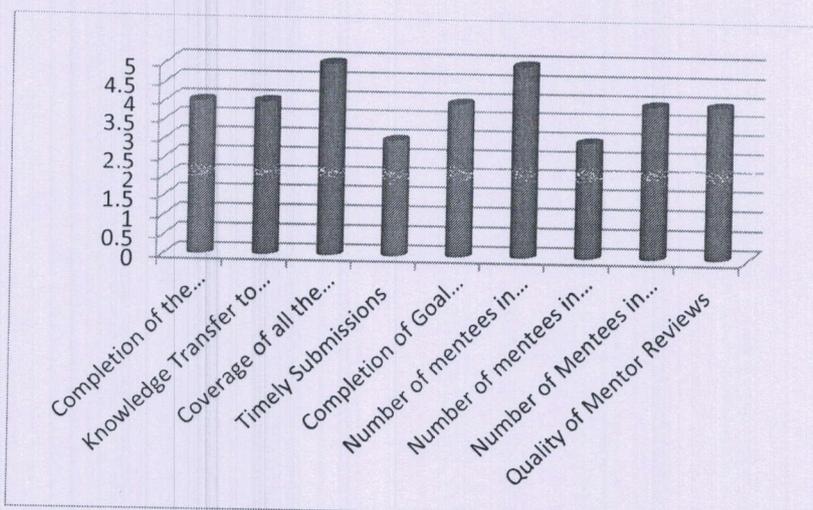


12. MS. SOWMYA D S

The mentor has completed the scheduled meetings on time and also has submitted the information to the mentorship committee on time. The mentor has taken assistance from the mentorship committee wherever necessary and followed the process of mentorship accordingly. There are 3 mentees who need complete involvement of the mentor for their development. The performance chart & graph of the mentor is as follows:

Mentorship committee to rate the mentors for each parameter on a scale of 1 to 5

S. NO	PARAMETERS	Month I Nov 2017
		III Sem
1	Completion of the meetings	4
2	Knowledge Transfer to mentees	3
3	Coverage of all the mentees	5
4	Timely Submissions	3
5	Completion of Goal Setting for each mentee.	4
6	Number of mentees in extreme left parameters	5
7	Number of mentees in Neutral parameters	5
8	Number of Mentees in extreme right parameters	5
9	Quality of Mentor Reviews	4
GRAND TOTAL		38

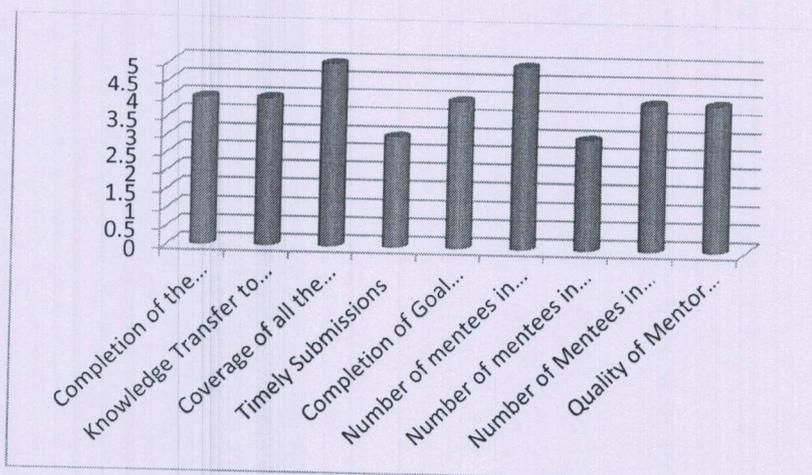


13. MS. RASHMI SHETTY

The mentor has completed the scheduled meetings on time and also has submitted the information to the mentorship committee on time. The mentor has followed the process of mentorship accordingly. There are 2 mentees who need complete involvement of the mentor for their development. The performance chart & graph of the mentor is as follows:

Mentorship committee to rate the mentors for each parameter on a scale of 1 to 5

S. NO	PARAMETERS	Month I Nov 2017
		III Sem
1	Completion of the meetings	4
2	Knowledge Transfer to mentees	5
3	Coverage of all the mentees	4
4	Timely Submissions	3
5	Completion of Goal Setting for each mentee.	4
6	Number of mentees in extreme left parameters	5
7	Number of mentees in Neutral parameters	2
8	Number of Mentees in extreme right parameters	3
9	Quality of Mentor Reviews	5
GRAND TOTAL		35

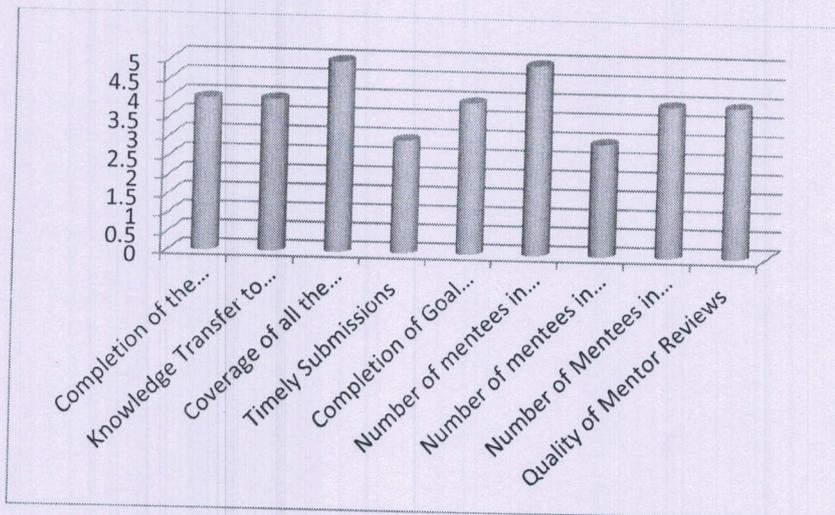


14. MR. PRADEEP M P

The mentor has completed the scheduled meetings on time and also has submitted the information to the mentorship committee on time. The mentor has followed the process of mentorship accordingly. There are 2 mentees who are on the extreme negative end and 9 mentees who need complete involvement of the mentor for their development. The performance chart & graph of the mentor is as follows:

Mentorship committee to rate the mentors for each parameter on a scale of 1 to 5

S. NO	PARAMETERS	Month I Nov 2017
		III Sem
1	Completion of the meetings	4
2	Knowledge Transfer to mentees	3
3	Coverage of all the mentees	5
4	Timely Submissions	4
5	Completion of Goal Setting for each mentee.	4
6	Number of mentees in extreme left parameters	5
7	Number of mentees in Neutral parameters	2
8	Number of Mentees in extreme right parameters	3
9	Quality of Mentor Reviews	3
GRAND TOTAL		33



ISSUES IDENTIFIED

ISSUES

1. There were few confusions and doubts with the mentors during the commencement of the first mentorship meeting. Although the mentorship committee has tried its best to resolve the doubts; the committee needs to again emphasize on the process in its next presentation to the mentors.
2. It has been identified that some of the mentors have given the progressive schemes to the mentees to fill them. The mentors themselves have to probe and ask questions to the mentees and then put the ratings in their respective progressive scheme as per their judgment.
3. Some of the mentors have not given much importance to Mentor Review Sheet. The overall quality of the Mentor Review Sheets is not satisfactory.
4. Mentor Review and Progressive scheme submissions are delayed by the mentors, which is delaying the entire mentorship process.
5. Two mentors are not able to submit their reports for this month due to genuine reasons.
 - a. **Ms. Pavithra S T:** The mentor was not able to conduct meeting with the students because of health issues. The mentor will submit the report along with the I semester report.
 - b. **Mr. Gowrisha:** The mentor was not in the town and is in deputation which is making it difficult to meet his mentees. The mentor will submit the report in the first week of December 2017.
6. Many mentors have reported that students are facing problem in certain subjects were specifically the faculty is giving presentations to the students and classes are not being taken.
7. Mentee absenteeism has been identified by the committee. Following is the list of students who have not attended the mentorship meeting.

i. Ms. <u>Sneha</u> , Section D	viii. Mr. <u>Shakthidhara</u> , Section A
ii. Ms. <u>Chaitrashree</u> , Section D	ix. Mr. <u>Veerabhadraiah</u> , Section C
iii. Mr. <u>Vishwanath S</u> , Section C	x. Mr. <u>Adarsh S Navigere</u> , Section D
iv. Mr. <u>Wernher Peter D'Silva</u> , Section A	xi. Mr. <u>Madan P</u> , Section B
v. Ms. <u>Bhagyashree</u> , Section D	xii. Mr. <u>Raghavendra M R</u> , Section A
vi. Mr. <u>Harsha Bhat</u> , Section B	xiii. Mr. <u>Rakesh Bhattacharjee</u> , Section C
vii. Mr. <u>Nagaraja Ananda Navada</u> , Section B	

R V Institute of Management

Mentorship Feedback Form

Directions: Please answer the following statements in your own words

I. Your Partnership

1. What are/were two of the most beneficial activities you did/ do with your Mentor which assisted in the learning process?

i. Praesentation

ii. Conficlare developmnt

2. What is the most beneficial change you identified in yourself as a result of your mentorship?

Communication and Presentation skill

II. Personal Growth

a. As the result of having a Mentor, I've enhanced my personal growth in the following ways:

i. Confidence way developed.

ii. _____

R V Institute of Management

Mentorship Feedback Form

Directions: Please answer the following statements in your own words

I. Your Partnership

1. What are/were two of the most beneficial activities you did/ do with your Mentor which assisted in the learning process?

i. Report preparation

ii. ideas

2. What is the most beneficial change you identified in yourself as a result of your mentorship?

Confidence, Progressive

II. Personal Growth

a. As the result of having a Mentor, I've enhanced my personal growth in the following ways:

i. Building leadership skill

ii. Stage presentation of self

R V Institute of Management

Mentorship Feedback Form

Directions: Please answer the following statements in your own words

I. Your Partnership

1. What are/were two of the most beneficial activities you did/ do with your Mentor which assisted in the learning process?

i. Improving our communication through reading books

ii. Speaking in the presence of everyone about myself

2. What is the most beneficial change you identified in yourself as a result of your mentorship?

Increase in Self-Confidence

II. Personal Growth

a. As the result of having a Mentor, I've enhanced my personal growth in the following ways:

i. Communication Skills

ii. Behavior

PARAMETERS

Rate	Extreme Left (1 to 4)
1	Not Interested at all
2	Interested but not oriented
3	Interested and oriented but not initiated
4	Interested, oriented and initiated

Rate	Neutral (5 & 6)
5	Needs 80% to 50% support & involvement from the mentor
6	Needs 50% to 10% support & involvement from the mentors

Rate	Extreme Right (5 to 10)
7	Has started progressing
8	Progressing as expected
9	Progressing more than expected
10	Stable and doing Extremely well



Rashtreeya Sikshana Samithi Trust

R V Institute of Management

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Email: contact@rvim.edu.in

Website: www.rvim.edu.in

Accredited by NAAC with "A" Grade

MENTORSHIP PROGRAMME

PROGRESSIVE SCHEME

2017-18

PARAMETERS

Rate	Extreme Left (1 to 4)
1	Not Interested at all
2	Interested but not oriented
3	Interested and oriented but not initiated
4	Interested, oriented and initiated

Rate	Neutral (5 & 6)
5	Needs 80% to 50% support & involvement from the mentor
6	Needs 50% to 10% support & involvement from the mentors

Rate	Extreme Right (5 to 10)
7	Has started progressing
8	Progressing as expected
9	Progressing more than expected
10	Stable and doing Extremely well



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Website: www.rvim.edu.in

Accredited by NAAC with "A" Grade

MENTORSHIP PROGRAMME

PROGRESSIVE SCHEME

2017-18

