



KRUPANIDHI GROUP OF INSTITUTIONS
(AICTE Approved | ISO 9001-2015 Certified)

PP/23 – Research Incubation

1. Purpose

- i. To design and carryout projects for faculty and students.
- ii. Research activities are monitored by research mentors from various national and international academic and research institutes.

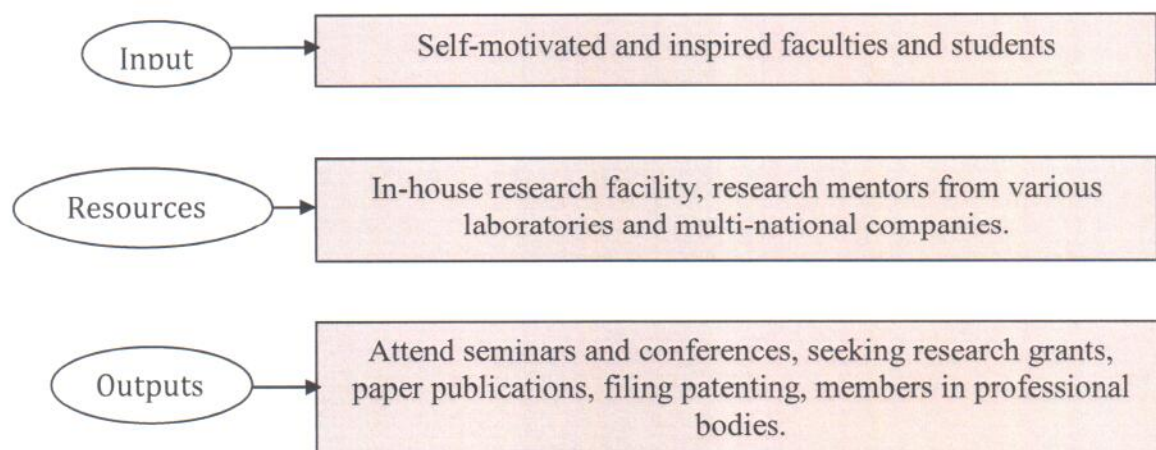
2. Scope

2.1 Motivate faculties and students to explore their potential and to conceptualize innovative ideas.

3. Process Owner

3.1 Director, Executive Director and Research Coordinator.

4. Process Flow



5. Process

5.1 Planning

During academic year enthusiastic faculty members and students are selected for research activity to carry out short/long term research projects and enrolled in **R/PP23/01**. Ensure that the planning takes an account of all the departments/college.

Praveesh
Principal

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12/1 Chikkabellandur Village,
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5.2 Activities:

- a) Selection of the faculties and students
- b) Selection of the research topic/proposals maintained in **R/PP23/02**
- c) Identification of the mentors
- d) Mentoring

5.3 Process flow:

- a) The faculty and students are encourage to write the project proposals and write papers for publishing
- b) The outsourced research incubator helps in accessing the journal, connecting with the funding agencies, process patenting etc
- c) Research incubator helps in finding suitable journals
- d) This connects the people across institutions across the world
- e) Weekly planning for research mentoring.
- f) Skype sessions for research mentoring are conducted for both faculties and students.
- g) Research coordinator conduct monthly review meeting to track and identify the progress of the research and also to resolve the issues encountered during the course of time.

5.4 Reviewing the Plans

Monitor the research incubator policies and programmes with the help of compliances and bring about Corrective actions.

6. Key performance indicators

- 6.1 list of faculties and students
- 6.2 Proposal details
- 6.3 weekly mentoring plans
- 6.4 Monthly minutes of meeting

7. Records

- 7.1 list of faculties and students
- 7.2 Proposal details
- 7.3 Weekly mentoring plan

-R/PP23/01

-R/PP23/02

-R/PP23/03

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8. Documents Referred

- 8.1 Quality manual
(Clause: 5.1.2, 5.2.2, 7.3)

9. Other Documents

- 9.1 Feedback register
9.3 Skype session attendance
9.4 Research paper publication file
9.5 Stock register
9.6 External mentors file
9.7 Communication file
9.8 Grievance register
9.9 Indent Acknowledgement
10.0 Issue register
10.1 Movement register
10.2 Deep dive assigning register



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