



CSE Department Guide Book

Message from Head of the Department

Welcome to the Department of Computer Science and Engineering (CSE) at Daffodil International University. In this department, we believe in Thinking, Innovation, and Creativity and create future computer scientists, engineers, ITES professionals, and responsible citizens to serve the growing needs of computing in society both at home and abroad.

The CSE department since its inception has been continuously fostering for academic excellence through industry academy collaboration especially integrating industry demands of ICT skills in the core curriculum of the CSE program. The department is very vibrant through nurturing of young talented minds of the department especially boys and girls who are continuously getting engaged in different national and international ICT events worldwide. The department has signed an agreement with top private and government agencies for bilateral collaboration and development.

Through the flavor of Digital University, the CSE department is continuously evolving through the engagement of students and teachers into the realm of innovation and creativity. The CSE department is accredited by the Institutions of Engineers Bangladesh (IEB) and graduates are excelling in different sectors of computing both at home and abroad. The department has a strong linkage with local and global ICT industries which in turn energizes the foundation of the department for the future growth of the ICT.

I welcome you to be a part of this journey and please accomplish the best.

Description of the Program

The B.Sc. Program in Computer Science & Engineering (CSE) is designed with the concept of real-life project based and outcome-based education (OBE) model to produce skilled graduates in the field of ICT to satisfy the growing demands of computer science and engineering graduates both at home and abroad. It provides the students a huge opportunity to obtain broad knowledge of Computer Science, Computer Engineering with freedom to tailor the program according to the student's individual needs.

Department's Location:

Room No.-205 at Knowledge Tower

Daffodil Smart City, Birulia, Savar, Dhaka-1216

Name of the Degree

Bachelor of Science in Computer Science and Engineering

Website Link: <https://daffodilvarsity.edu.bd/department/cse>

Social Media Link: <https://www.facebook.com/cse.daffodilvarsity.edu.bd/>

Name of the Program Offering Entity

The name of the program offering entity is the **Department of Computer Science and Engineering** under the **Faculty of Science and Information Technology**.

Vision of the Program Offering Entity

“Be the forerunner towards global knowledge hub with striving for the pursuit of excellence in CSE education, research, entrepreneurship and technological services to the society”

Mission of the Program Offering Entity

Department of Computer Science and Engineering is committed to:

- a) Achieve academic and research excellence in CSE program through innovative teaching and learning with ICT based pedagogy
- b) Prepare and groom students in professional form to face challenges of the ICT industry
- c) Promote research and collaborations among the faculty and the students to create state of the art research environment
- d) Promote quality and ethics among the students
- e) Motivate students to acquire entrepreneur skills to become global leader

Objectives of the Program Offering Entity

- a) To teach students how to apply the principles of computer science, mathematics, and scientific investigation to solve real-world problems appropriate to the discipline.
- b) To prepare students for employment and advanced studies and provide them with significant experiences in contemporary development skills which will allow them to successfully adapt to evolving technologies throughout their professional careers.
- c) To teach students effective hard and soft skills that enable them to work with others effectively in their professional careers.
- d) To develop cooperative research relationships within and outside the computer science discipline, as well as with industry, government, alumni, and local organizations.

Departmental Rules and Policies

The main task of the department is to ensure all kinds of administrative support to the students, so that students can continue their study smoothly. The department ensures all support to the students in compliance with the rules and regulations of the university.

Students' Support against Inquiries:

Students ask for various types of information related to the departmental services. A prospective student or a guardian wants to know various things about our department after getting admission. Such as:

- Course offer
- Class starting date.
- Mid-term and Final Examination date.
- New students ID card and Reissue ID card.
- Credit requirements and duration of the program
- Tuition fees waiver and scholarships
- Faculty members' information.
- CSE Students participated in different contests.
- Membership of IEB.

Following Information provided to the students:

A student comes to the department after getting admission. From the department the following information has been given to the student:

- Provide Course Offer: A student can get from Online and Offline Notice board. The department also emails the students.
- Provide Section: During advising time, the department ensures the section of every student.
- Provide Advisor's details: When a student comes to the department we give the advisor's details.
- Provide Semester Schedule and: Semester schedule also provided to the students during advising time.
- Class routine. Class routine generally emails to the students and also upload in the online notice board.

Advising and Counseling:

Every student is under an advisor. A student can get all kinds of advising regarding academic and other issues.

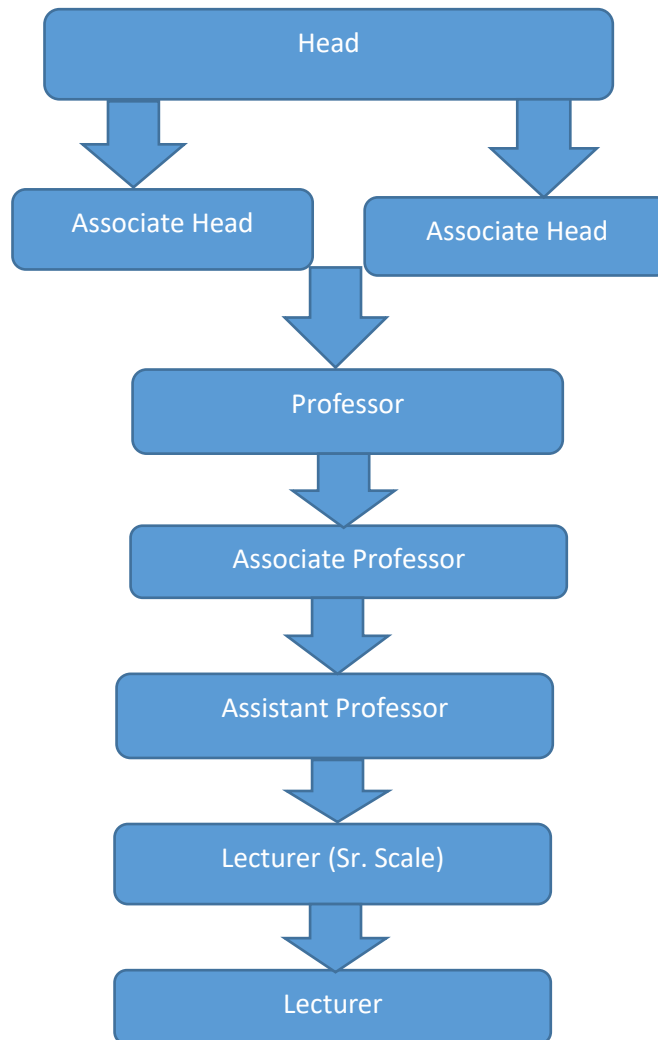
Faculty Information:

Students can get the faculty information from the departmental web site and also from the department.

Website Link: <https://faculty.daffodilvarsity.edu.bd/teachers/cse.html>

Faculty Hierarchy:

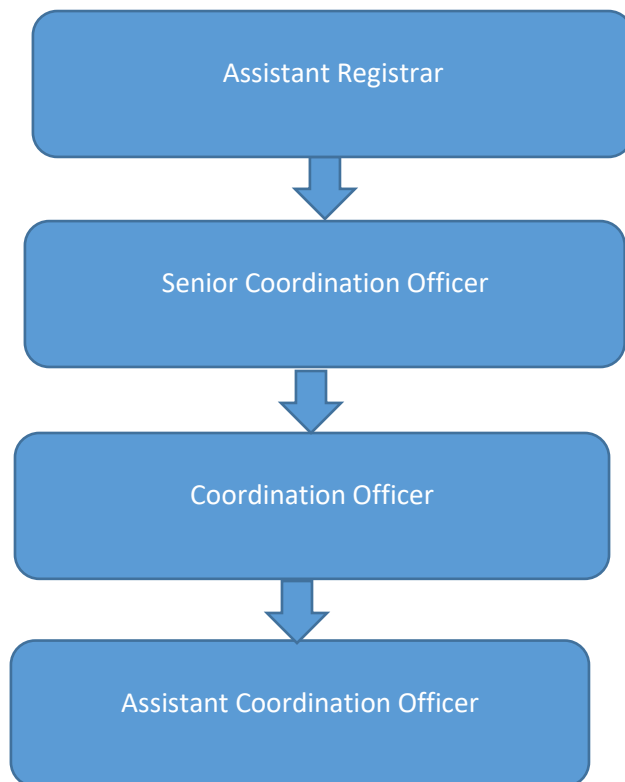
Website Link: <https://faculty.daffodilvarsity.edu.bd/teachers/cse.html>



Faulty Job Responsibilities:

- **Conduction of regular classes**
- **Students' mentoring**
- **Prepare course materials**
- **Perform all duties assigned by the department & the management**
- **Research activities**
- **Final year project supervision**
- **Organize workshops, seminars etc.**

Departmental Admin Hierarchy:



Website Link: <https://daffodilvarsity.edu.bd/coordination-officer>

Admin. Officers' job responsibilities:

- Liaison with various department for the Smooth operation of departmental activities
- Course offer fixing with course offer committee
- Various Bill Related job
- Old Syllabus related students' problem solved
- Alumni Support
- Defense related job
- Degree awarding related job
- Various Report Submission related job
- Dues related job
- Classrooms' and lab rooms' problem solve related job
- Exam Related support
- Counselling & Processing student's re-admission form.
- Communicating with students and guardians regarding dues issue
- Processing student's different application like waiver, semester drop etc.
- Solving student's mail password problem.
- Solving student's BLC problem.
- Informing student's reschedule class.
- Contact with student's Parents for different purposes
- Solving late registration issue

- Processing student's application
- Supported newly admitted students for different purposes
- Solving student's class routing problem
- Solving student's transport problem for attending class in due time.
- Solving student's laptop issue
- Preparing student's testimonial, Concern letter and medium of Instruction.
- Circulating different notice to the students.
- Providing coordination support regarding various issues
- Assisting students to apply for Transcript, Certificate, and Convocation etc.
- Solving different problems of CSE students like different conflict management, etc.
- Supporting students for ID card issue
- Other activities as and when required by the management.
- Look after supporting staff to keep campus neat and clean.
- Course registration of CSE Department.
- Daily class monitoring of CSE.

Theory Classrooms' Status:

At we have 27 well-furnished classrooms which are situated in the following floors:

THEORY CLASSROOMS' STATUS
ROOM NO.
Class Room -201
Class Room -208
Class Room -213
Class Room -216
Class Room -217
Class Room -218
Class Room -219
Class Room -220
Class Room -221
Class Room -222
Class Room -223
Class Room -224
Class Room -204 (Gym Building)
Class Room -302
Class Room -303
Class Room -304
Class Room -305
Class Room -306
Class Room -307
Class Room -318 (A)
Class Room -318 (B)
Class Room -320
Class Room -801(A)

Class Room -801 (B)
Class Room -802
Class Room -803
Class Room -804
Class Room -813(B)
Class Room -514
Class Room -515
Class Room -516
Class Room -517(A)
Class Room -518
Class Room -916
Class Room -919
G1-026
G1-027

Computer Lab rooms' Status:

We have 16 well-furnished Computer Lab Rooms which are situated in the following floors:

LAB ROOMS' STATUS	
ROOM NO.	
G1-001	
G1-002	
G1-003	
G1-004	
G1-005	
G1-006	
G1-007	
G1-008	
G1-009	
G1-010	
G1-011	
G1-012	
G1-013	
G1-014	
G1-016	
G1-017	
G1-018	
G1-020	
G1-021	
G1-022	
Com. Lab-501-A	
Com. Lab-501-B	

Com. Lab-503
Com. Lab-504
Com. Lab-510
Com. Lab-513
Com. Lab-811
Com. Lab-812
Com. Lab-813(A)
Com. Lab-814

Physics Lab rooms' Status:

We have 2 well-furnished Physics Lab Rooms which are situated in the following floor:

LAB ROOMS' STATUS	
ROOM NO.	
Phy Lab-815	
Phy Lab-816	

Circuits Lab rooms' Status:

We have 2 well-furnished Circuits Lab Rooms which are situated in the following floor:

LAB ROOMS' STATUS	
ROOM NO.	
Circuit Lab-809	
Circuit Lab-810	
Circuit Lab-SH103	
Circuit Lab-SH105	

Specialized Lab room' Status:

Name	Room No.
Fab Lab	Ground Floor of Innovation Building
IOT Lab	502, AB-4
ACM Lab	310, AB-4
AR/VR and Game Development LAB	202, AB-4
Embedded System Lab	301, AB-4
Health Informatics Research Lab	203-A, AB-4
NLP & Machine Learning LAB	203-B, AB-4
Multidisciplinary Action Lab	520, AB-4

Clubs' Details:

We have following clubs:

a) Computer Programming Club (CPC): A student can join the club and explore the opportunities of himself/herself.

For more details, please go through the below link:

Website: <http://clubs.daffodilvarsity.edu.bd/club/diucpc>

Social Media Link: <https://www.facebook.com/diucpc.official>

All Links: <https://linktr.ee/diucpc/>

b) Girls' Computer Programming Club (GCPC): A student can join the club and explore the opportunities of himself/herself. For more details, please go through the below link:

Website: <http://gcpc.daffodilvarsity.edu.bd/>

Social Media Link: <https://www.facebook.com/DIUGCPC>

c) Cyber Security Club: A student can join the club and explore the opportunities of himself/herself.

For more details, please go through the below link:

Social Media Link: <https://www.facebook.com/groups/csclubdiu>

d) DIU Accelerator Club: A student can join the club and explore the opportunities of himself/herself.

For more details, please go through the below link:

Social Media Link: <https://www.facebook.com/diuaccelerator>

Conclusion

To be an ideal teacher and officer one must have presence of mind, smart and knowledgeable. They need to make instant decisions in some cases. Therefore, they need some general knowledge also. To manage students, teachers and officers also need information about the university's rules and regulations. Finally, this is to mention that, to be a successful teacher and officer, one must have previous knowledge, experience and IQ. Practical experience is the only way to understand the psychological condition of the students. A booklet may provide guidelines regarding the departmental activities to the students and also help students to know the information regarding the department.