

# All India Shri Shivaji Memorial Society's Polytechnic, Pune

## Department of Computer Engineering

Academic Calendar of Year 2014-2015

Sr. No	Details	Proposed Dates/Period
<b>Semester III and V (ODD)</b>		
1	Commencement of ODD Term of Academic Year	30.06.2014 to 18.10.2014
2	Departmental information for website updation.	1 <sup>st</sup> week of June-14
3	Result analysis SUMMER-14.	2 <sup>nd</sup> week of June-14
4	Preparation of TimeTable, departmental calendar and handouts.	2 <sup>nd</sup> week of June-14
5	CO attainment :Even semester 2014-15.	2 <sup>nd</sup> week of June-14
6	Departmental meeting(Course file, Portfolio, Result analysis etc.)	3 <sup>rd</sup> week of June-14
7	Formation of Academic Project Management Committee(V Sem)	4 <sup>th</sup> week of June-14
8	Summer ImPlant Training Feedback From Third Year Students.	4 <sup>th</sup> week of June-14
9	Sending proposal for state level MSBTE - FDP .	4 <sup>th</sup> week of June-14
10	Industrial visits and Feedbacks.	July-14 to October-14
11	Invited talk/Guest Lectures/Expert Lectures and FeedBack.	July-14 to October-14
12	NBA Meeting(Action plan, CO's-PO's Mapping etc.)	1st week of July 14
13	Departmental meeting(Student Mentoring, Parent Meeting etc.)	4 <sup>th</sup> week of July-14
14	Group formation and Domain selection for Third Year Major Project.	4 <sup>th</sup> week of July-14
15	Project assignment and project Guide allotment (V).	4 <sup>th</sup> week of July-14
16	Softskill training program for second year Diploma students.	August -14
17	Aptitude training program for Third Year students.	August -14
18	Sending proposal for state level MSBTE paper presentation/technical quiz .	August -14
19	Preparation of first Class test question paper (III , V).	1 <sup>st</sup> week of August -14
20	Moderation of class test question paper for quality improvement and model answer paper.	1 <sup>st</sup> week of August -14
21	First class test (III , V) .	12.08.2014 to 14.08.2014
22	Student academic feedback and its analysis .	2 <sup>nd</sup> week of August-14
23	Remedial measures -1 for weak students	3rd week of August-14
24	Students' academic performance monitoring and counseling -1(III , V ),after Completion of class test paper assessment work.	4 <sup>th</sup> week of August-14
25	Parent Teacher Meeting –I and its analysis.	4 <sup>th</sup> week of August-14
26	Departmental meeting( Extra curricular and CO-Curricular, Class Test, Make Up Classes etc.)	4 <sup>th</sup> week of August-14
27	Career guidance for Third Year Student (Training and placement activity) .	4 <sup>th</sup> week of August -14
28	Make up classes for Direct second year admitted students	2 <sup>nd</sup> week of August 14 to 1 <sup>st</sup> week of October 14
29	Teacher's day celebration :Extra Curricular Activity .	05.09.14
30	Engineer's day celebration & Co- Curricular Activity .	14.09.14
31	NBA Meeting( Class test attainment, Weak and Bright Students etc.)	3rd week of September- 14
32	First Internal Academic monitoring(IAMC)	3rd week of September 14
33	Project Synopsis submission .	3rd and 4th week of September 14
34	Preparation of second Class test question paper and model answer paper (III , V).	4th week of September 14
35	Departmental meeting(syllabus completion)	4 <sup>th</sup> week of September 14



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36	Moderation of class test question paper as per NBA norms.	1st week of October 14
37	Practice/mock test for students ( To achieve CO-attainment).	1st week of October 14
38	Skill test	1 <sup>st</sup> week October 14
39	Second class test-II (III-sem of I scheme , V-sem G-scheme).	13.10.14 to 15.10.14
40	Students Academic feedback and its analysis	2 <sup>nd</sup> week of October 14
41	Students' academic performance monitoring and counseling -2(III I sechem, V-G scheme ).	2 <sup>nd</sup> week of October 14
42	Parent teacher meeting –II feedback and analysis.	2 <sup>nd</sup> week of October 14
43	Departmental meeting(Course File,)	2 <sup>nd</sup> week of October 14
44	Submission of Term work (III-sem , V-sem).	3 <sup>rd</sup> week of October 14
45	Remedial measures for students having poor performance (III-sem , V-sem).	3 <sup>rd</sup> week of October 14
46	Final detention list (III , V).	30.10.14
47	MSBTE Winter-14 – Practical Examination.	27.10.14 To 08.11.14
48	Additional efforts for bright students	4 <sup>th</sup> week of October 14
49	Course End survey (III-sem , V-sem).	4 <sup>th</sup> week of October 14
50	Preparation of Newsletter –Department level .	1 <sup>st</sup> week of November 14
51	Winter Break (Diwali vacation) .	19.10.14 to 26.10.14
52	MSBTE Winter-14– Theory examination.	11.11.14 To 01.12.14
53	Faculty development program .	December 14

### Semester IV and VI (EVEN)

1	Commencement of Second term .	08.12.14 to 21.03.15
2	Preparation of TimeTable,departmental calender and handouts.	1st week of December 14
3	Action plan even semester 14-19 etc.	2nd week of December 14
4	Student & Mentor allocated as per the slot available for Im-Plantraining.	2nd week of December 14
5	Project work review (VI-semester) .	3rd week of December 14
6	Identifying faculty members for training programs department wise	3rd week of December 14
7	Identifying the final year projects for various project competitions(DIPEX, MSBTE etc.)	3rd week of December 14
8	Departmental meeting (Course file,Portfolio, Result analysis, Sports activities, etc.)	Last week of December 14
9	IDESSA –sports activity .	December 14 To February 15
10	Industrial visits .	January 15 to March 15
11	Invited talk/Guest Lectures/Expert Lectures and FeedBack.	January 15 to March 15
12	Project Progress Presentation-I.	1st week of January 15
13	Soft skill training program for Second year diploma students .	1st and 2nd week of January 15
14	Result analysis Winter-14.	2nd week of January 15
15	CO attainment -odd sem .	2nd week of January 15
16	Remedial measures for students having poor performance (IV , VI).	2nd week of January 15
17	Communication with the industry/organisation available for Training along with capacity & its confirmation.	3rd week of January 15
18	Preparation of first Class test question paper (IV, VI).	3 <sup>rd</sup> week of January 15
19	Moderation of class test question paper as per NBA norms and model answer paper	3rd week of January 15
20	Departmental meeting (Class Test I, Teacher Parent meeting, Curricular and extra curricular activities/competition etc.)	3 <sup>rd</sup> week of January 15



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21	Identifying the final year projects for various project competitions(DIPEX, MSBTE etc.)	3 <sup>rd</sup> week of January 15
22	Alumini meet .	January 15
23	Mock interview for Third year diploma students .	3 <sup>rd</sup> week of January 15
24	Curricular and extra curricular activities/competition .	January/February 15
25	First class test .	21.01.15 To 23.01.15
26	Students academic feedback and its analysis	4 <sup>th</sup> week of January 15
27	Students' academic performance monitoring and counseling -1 .	4 <sup>th</sup> week of January 15
28	Parent teacher meeting & feedback and analysis.	4 <sup>th</sup> week of February 15
29	Project Progress Presentation-II.	4 <sup>th</sup> week of February 15
30	Second internal Academic monitoring (IAMC) .	2 <sup>nd</sup> week of February 15
31	Filling Up information of Second Academic Monitoring 14-19	2 <sup>nd</sup> week of February 15
32	Curricular and extra curricular activities/competition .	2 <sup>nd</sup> week of February 15
33	Second external monitoring .	3 <sup>rd</sup> week of February 15
34	Departmental meeting (Syllabus completion, Class test II ,etc)	4 <sup>th</sup> week of February 15
35	Soft skill training program for Third year diploma students .	February 15
36	Preparation of second Class test question (IV, VI).	2 <sup>nd</sup> week of March 15
37	Departmental Meeting (Preparation of Newsletter, Syllabus completion etc.)	2 <sup>nd</sup> week of March 15
38	Preparation of Newsletter	2 <sup>nd</sup> week of March 15
39	Moderation of class test question paper as per NBA norms paper and model answer paper.	3 <sup>rd</sup> week of March 15
40	Parent teacher meeting -IV.	3 <sup>rd</sup> week of March 15
41	Skill test	3 <sup>rd</sup> week of March 15
42	Second class test .	16.03.15 To 18.03.15.
43	Students feedback and its analysis	3 <sup>rd</sup> week of March 15
44	Final detention list .	21.03.15
45	Students' academic performance monitoring and counseling -1 .	3 <sup>rd</sup> week of March 15
46	MSBTE Summer-15- Practical examination .	23.03.15 To 07.04.15 .
47	Training & Placement activity .-Carrier Guidance	March 15.
48	Faculty development program .	March 15.
49	Data collection of students willing to go for job .	March 15 To May 15.
50	Data collection of students going for entrepreneur /self-finance .	March 15 To May 15 .
51	Submission of completed course files to program head .	2 <sup>nd</sup> Week of April
52	Course End Survey	2 <sup>nd</sup> Week of April
53	Program Exit Survey	2 <sup>nd</sup> Week of April 15
54	MSBTE Summer-15 - Theory examination	09.04.15 To 30.04.15
55	Start of Academic Session 15-16.	22.06.15



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