


All India Shri Shivaji Memorial Society's Polytechnic, Pune
Department of Computer Engineering
 Academic Calendar of Year 2019-2020

| Sr. No | Details | Proposed Dates/Period |
|---------------------------------|---|--|
| Semester III and V (ODD) | | |
| 1 | Departmental information for website updation. | 1 st week of June-19 |
| 2 | Result analysis SUMMER-19. | 2 nd week of June-19 |
| 3 | Preparation of TimeTable, departmental calendar and handouts. | 2 nd week of June-19 |
| 4 | CO attainment :Even semester 2019-20. | 2 nd week of June-19 |
| 5 | Commencement of ODD Term of Academic Year(III- Semester ,V- Semester). | 26.06.19 to 12.10.19 |
| 6 | Departmental meeting(Course file,Portfolio, Result analysis etc.) | 3 rd week of June-19 |
| 7 | Formation of Academic Project Management Committee(V Sem) | 4 th week of June-19 |
| 8 | Microproject selection and allocation to Groups | 4 th week of June-19 |
| 9 | Summer In-Plant Training Feedback From Third Year Students. | 4 th week of June-19 |
| 10 | Sending proposal for state level MSBTE - FDP . | 4 th week of June-19 |
| 11 | Industrial visits and Feedbacks. | July-19 to October-19 |
| 12 | Invited talk/Guest Lectures/Expert Lectures and FeedBack. | July-19 to October-19 |
| 13 | NBA Meeting(Action plan, CO's-PO's Mapping etc.) | 1 st week of July 19 |
| 14 | SWAYAM ,Moocs,NPTEL Registration | 1 st week of July-19 |
| | Departmental meeting(Student Mentoring,Parent Meeting etc.) | 4 th week of July-19 |
| 15 | Group formation and Domain selection for Third Year Major Project. | 4 th week of July-19 |
| 16 | Project assignment and project Guide allotment (V). | 4 th week of July-19 |
| 17 | Softskill training program for second year Diploma students. | August -19 |
| | Aptitude training program for Third Year students. | August -19 |
| 18 | Spoken Tutorial ,Moocs,NPTEL etc. online test | August -19 |
| 19 | Sending proposal for state level MSBTE paper presentation/technical quiz . | August -19 |
| 20 | Preparation of first Class test question paper (III , V). | 2 nd week of August -19 |
| 21 | Moderation of class test question paper for quality improvement and model answer paper. | 3 rd week of August -19 |
| 22 | First class test (III , V) . | 4 th week of August-19 |
| 23 | Student academic feedback and its analysis . | 4 th week of August-19 |
| 24 | Remedial measures – class test-1 for weak students | 4 th week of August-19 |
| 25 | Students' academic performance monitoring and counseling -1(III , V),after Completion of class test paper assessment work. | 4 th week of August-19 |
| 26 | Parent Teacher Meeting –I and its analysis. | 4 th week of August-19 |
| 27 | Departmental meeting(Extra curricular and CO-Curricular, Class Test, Make Up Classes etc.) | 4 th week of August-19 |
| 28 | Career guidance for Third Year Student (Training and placement activity) . | 4 th week of August -19 |
| 29 | Make up classes for Direct second year admitted students, | 2 nd week of august to 1 st week of October 19 |
| 30 | Teacher's day celebration :Extra Curricular Activity . | 05.09.19 |
| 31 | Engineer's day celebration & Co- Curricular Activity . | 15.09.19 |
| 32 | NBA Meeting(Class test attainment, Weak and Bright Students etc.) | 3rd week of September-19 |
| 33 | First Internal Academic monitoring(IAMC) | 3rd of September 19 |
| 34 | Project Synopsis submission . | 3rd and 4th week of |




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Academic Calendar of Year 2019-2020

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| | | September 19 |
| 35 | Collecting information about industry /organization available for in-plant training along with the capacity. | 3rd and 4th week of September 19 |
| 36 | Departmental meeting(In-plant Training) | 4th week of September 19 |
| 37 | Preparation of first Class test question paper (III , V). | 4 th week of September 19 |
| 38 | Moderation of class test question paper for quality improvement and model answer paper. | 1st week of October 19 |
| 39 | Microproject Submission | 1st and 2nd week of October 19 |
| 40 | Second class test-II (III-sem , V-sem). | 09.10.19 to 11.10.19 |
| 41 | Students feedback and its analysis | 09.10.19 to 11.10.19 |
| 42 | Students' academic performance monitoring and counseling -2(III I, V). | 12.10.19 to 15.10.19 |
| 43 | Parent teacher meeting –II feedback and analysis. | 12.10.19 |
| 44 | Departmental meeting(Course File,) | 2 nd week of October 19 |
| 45 | In-Plant Training Awareness session for SY (I-scheme)student . | 2 nd week of October 19 |
| 46 | Student Enrollment for In-Plant training. | 2 nd week of October 19 |
| 47 | Submission of Term work (III-sem , V-sem). | 2 nd week of October 19 |
| 48 | Remedial measures for students having poor performance (III-sem , V-sem). | 2 nd week of October 19 |
| 49 | Final detention list (III , V). | 12.10.19 |
| 50 | MSBTE Winter-19 – Practical Examination. | 14.10.19 To 22.10.19 |
| | Additional efforts for bright students | 2 nd week of October 19 |
| 51 | Course End survey (III-sem , V-sem). | 3 rd week of October 19 |
| 52 | Preparation of Newsletter –Department level . | 3rd week of October 19 |
| 53 | Winter Break (Diwali vacation) . | 25.10.19 to 29.10.19 |
| 54 | MSBTE Winter-19– Theory examination. | 14.11.19 To 05.12.19 |
| 55 | Faculty development program . | December 19 |
| Semester IV and VI (EVEN) | | |
| 1 | Commencement of Second term . | 9.12.19 to 27.03.20 |
| 2 | Preparation of TimeTable,departmental calender and handouts. | 1st week of December 19 |
| 3 | Action plan even semester 19-20 etc. | 2nd week of December 19 |
| 4 | Student & Mentor allocated as per the slot available for in-plant training. | 2nd week of December 19 |
| 5 | Project work review (VI-sem) . | 3rd week of December 19 |
| 6 | Identifying faculty members for training programs department wise | 3rd week of December 19 |
| 7 | Identifying the final year projects for various project competitions(DIPEX, MSBTE etc.) | 3rd week of December 19 |
| 8 | Departmental meeting (Course file,Portfolio, Result analysis, Sports activities, etc.) | Last week of December 19 |
| 9 | IDESSA –sports activity . | December 19 To February 20 |
| 10 | Industrial visits . | January 20 to March 20 |
| 11 | Invited talk/Guest Lectures/Expert Lectures and FeedBack. | 1 st week of January 20 to 1 st week of March 20 |



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| 12 | Project Progress Presentation-I. | 1st week of January 20 |
| 13 | Soft skill training program for Second year diploma students . | January 20 |
| 14 | Result analysis Winter-19. | 2nd week of January 20 |
| 15 | CO attainment -odd sem . | 2nd week of January 20 |
| 16 | Remedial measures for students having poor performance (IV , VI). | 2nd week of January 20 |
| 17 | Communication with the industry/organisation available for Training along with capacity & its confirmation. | 3rd week of January 20 |
| 18 | Preparation of first Class test question paper (IV, VI). | 3rd week of January 20 |
| 19 | Moderation of class test question paper as per NBA norms and model answer paper | 4th week of January 20 |
| 20 | Departmental meeting (Class Test I, Teacher Parent meeting, Curricular and extra curricular activities/competition etc.) | Last week of January 20 |
| 21 | Identifying the final year projects for various project competitions(DIPEX, MSBTE etc.) | Last week of January 19 |
| 22 | Alumini meet . | January 20 |
| 23 | Curricular and extra curricular activities/competition . | January/February 20 |
| 24 | First class test . | 05.02.20 To 07.02.20 |
| 25 | Students academic feedback and its analysis | 05.02.20 To 07.02.20 |
| 26 | Students' academic performance monitoring and counseling -1 . | 1st week of February 20 |
| 27 | Parent teacher meeting -III . | 1st week of February 20 |
| 28 | Project Progress Presentation-II. | 1st week of February 20 |
| 29 | Submission of micro projects . | 1st and 2nd week of March 20 |
| 30 | Second internal Academic monitoring (IAMC) . | 2 nd week of February 20 |
| 31 | Filling Up information of Second Academic Monitoring 19-20 | 2nd week of February 20 |
| 32 | Cultural activities. | 2 nd week of February 20 |
| 33 | Spoken Tutorial ,Moocs,NPTEL online test | 3 rd week of February 20 |
| 34 | Obtaining consent letter from parents/guardian for in-plant training | 3rd week of February 20 |
| 35 | Second external monitoring . | 3rd week of February 20 |
| 36 | Mock interview for Third year diploma students . | 3rd and 4th week of January 20. |
| 37 | Departmental meeting (Syllabus completion, Class test II | Last week of February 20 |
| 38 | Soft skill training program for Third year diploma students . | February 20 |
| 39 | Preparation of second Class test question (IV, VI). | 2 nd week of March 20 |
| 40 | Moderation of class test question paper as per NBA norms paper and model answer paper. | 3 rd week of March 20 |
| 41 | Second class test . | 25.03.20 to 27.03.20 |
| 42 | Departmental Meeting (Preparation of Newsletter, Syllabus completion etc.) | 2 nd week of March 20 |
| 43 | Preparation of Newsletter. | 2nd week of March 20 |
| 44 | Parent teacher meeting -IV. | 3 rd week of March 20 |
| 45 | Students feedback and its analysis | 3 rd week of March 20 |
| 46 | Final detention list . | 27.03.20 |
| 47 | Students' academic performance monitoring and counseling -1 . | 28.03.20 |
| 49 | MSBTE Summer-19- Practical examination . | 31.03.20 To 09.04.20 . |
| 51 | Training & Placement activity .-Carrier Guidance | March 20. |
| 52 | Faculty development program . | March 20. |
| 53 | Data collection of students willing to go for job . | March 20 To May 20. |




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| 54 | Data collection of students going for entrepreneur /self-finance . | Marchch 20 To May 20 . |
| 55 | Submission of completed course files to HOD . | 2 nd Week of April |
| 56 | Course End Survey | 2 nd Week of April |
| 57 | Issue the letter to the industry /organization for the training along with the details of students & mentors. | 2 nd week of April 20 |
| 58 | Program Exit Survey | 2 nd Week of April |
| 59 | MSBTE Summer-20 – Theory examination | 16.04.20 To 07.05.20 |
| 60 | In-Plant Training for SY (I-scheme) student & mentors to carry out a progress assessment during the in-plant training. | 1st week of May to 2nd week of June 20 |
| 61 | End of training assessment by mentor along with industry/organization expert as external examiner. | 2nd week of June 20 |
| 62 | Start of Academic Session 20-21. | 17.06.20 |



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