

All India Shri Shivaji Memorial Society's Polytechnic, Pune

Department of Information Technology

Academic Calendar of Year 2016-2017

Sr. No	Details	Proposed Dates/Period
Semester III and V (ODD)		
1	Commencement of ODD Term of Academic Year	20.06.2016 to 21.10.2016
2	Departmental information for website updation.	1 st week of June-16
3	Result analysis SUMMER-16.	2 nd week of June-16
4	Preparation of TimeTable,departmental calender and handouts.	2 nd week of June-16
5	CO attainment :Even semester 2016-17.	2 nd week of June-16
6	Departmental meeting(Course file,Portfolio, Result analysis etc.)	3 rd week of June-16
7	Formation of Academic Project Management Committee(V Scm)	4 th week of June-16
8	Summer ImPlantTraining Feedback From Third Year Students.	4 th week of June-16
09	Sending proposal for state level MSBTE - FDP .	4 th week of June-16
10	Industrial visits and Feedbacks.	July-16 to October-16
11	Invited talk/Guest Lectures/Expert Lectures and FeedBack.	July-16 to October-16
12	NBA Meeting(Action plan, CO's-PO's Mapping etc.)	1st week of July 16
13	Departmental meeting(Student Mentoring,Parent Meeting etc.)	4 th week of July-16
14	Group formation and Domain selection for Third Year Major Project.	4 th week of July-16
15	Project assignment and project Guide allotment (V).	4 th week of July-16
16	Softskill training program for second year Diploma students.	August -16
17	Aptitude training program for Third Year students.	August -16
18	Sending proposal for state level MSBTE paper presentation/technical quiz .	August -16
19	Preparation of first Class test question paper (III , V).	1 st week of August -16
20	Moderation of class test question paper for quality improvement and model answer paper.	1st week of August -16
21	First class test (III , V) .	10.08.2016 to 12.08.2016
22	Student academic feedback and its analysis .	2 nd week of August-16
23	Remedial measures -I for weak students	3rd week of August-16
24	Students' academic performance monitoring and counseling -I(III , V),after Completion of class test paper assessment work.	4 th week of August-16
25	Parent Teacher Meeting -I and its analysis.	4 th week of August-16
26	Departmental meeting(Extra curricular and CO-Curricular, Class Test, Make Up Classes etc.)	4 th week of August-16
27	Career guidance for Third Year Student (Training and placement activity) .	4 th week of August -16
28	Make up classes for Direct second year admitted students,	2 nd week of August 16 to 1 st week of October 16
29	Teacher's day celebration :Extra Curricular Activity .	05.09.16
30	Engineer's day celebration & Co- Curricular Activity .	15.09.16
31	NBA Meeting(Class test attainment, Weak and Bright Students etc.)	3rd week of September- 16
32	First Internal Academic monitoring(IAMC)	3rd week of September 16
33	Project Synopsis submission .	3rd and 4th week of September 16
34	Preparation of second Class test question paper and model answer paper (III , V).	4th week of September 16



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35	Departmental meeting(Im-PlantTraining)	4 th week of September 16
36	Moderation of class test question paper as per NBA norms.	1st week of October 16
37	Microproject Submission (III-semester)	1st and 2nd week of October 16
38	Skill test	1 st week October 16
39	Second class test-II (III-sem of I scheme , V-sem G-scheme).	13.10.16 to 15.10.16
40	StudentsAcademic feedback and its analysis	2 nd week of October 16
41	Students' academic performance monitoring and counseling -2(III I sechem, V-G scheme).	2 nd week of October 16
42	Parent teacher meeting –II feedback and analysis.	2 nd week of October 16
43	Departmental meeting(Course File,)	2 nd week of October 16
44	Submission of Term work (III-sem , V-sem).	3 rd week of October 16
45	Remedial measures for students having poor performance (III-sem , V-sem).	3 rd week of October 16
46	Final detention list (III , V).	21.10.16
47	MSBTE Winter-16 – Practical Examination.	03.11.16 To 12.11.16
48	Additional efforts for bright students	4 th week of October 16
49	Course End survey (III-sem , V-sem).	4 th week of October 16
50	Preparation of Newsletter –Department level .	1 st week of November 16
51	Winter Break (Diwali vacation) .	28.10.16 to 02.11.16
52	MSBTE Winter-16– Theory examination.	16.11.16 To 06.12.16
53	Faculty development program .	December 16

Semester IV and VI (EVEN)

1	Commencement of Second term .	19.12.16 to 24.03.17
2	Preparation of TimeTable,departmental calender and handouts.	1st week of December 16
3	Action plan even semester 16-19 etc.	2nd week of December 16
4	Student & Mentor allocated as per the slot available for Im-Planttraining.	2nd week of December 16
5	Project work review (VI-semester) .	3rd week of December 16
6	Identifying faculty members for training programs department wise	3rd week of December 16
7	Identifying the final year projects for various project competitions(DIPEX, MSBTE etc.)	3rd week of December 16
8	Departmental meeting (Course file,Portfolio, Result analysis, Sports activities, etc.)	Last week of December 16
9	IDESSA –sports activity .	December 16 To February 17
10	Industrial visits .	January 17 to March 17
11	Invited talk/Guest Lectures/Expert Lectures and FeedBack.	January 17 to March 17
12	Project Progress Presentation-I.	1st week of January 17
13	Soft skill training program for Second year diploma students .	1st and 2nd week of January 17
14	Result analysis Winter-16.	2nd week of January 17
15	CO attainment -odd sem .	2nd week of January 17
16	Remedial measures for students having poor performance (IV , VI).	2nd week of January 17
17	Communication with the industry/organisation available for Training along with capacity & its confirmation.	3rd week of January 17
18	Departmental meeting (Class Test I, Teacher Parent meeting, Curricular and extra curricular activities/competition etc.)	2 nd week of January 17
19	Identifying the final year projects for various project competitions(DIPEX, MSBTE etc.)	2 nd week of January 17
20	Alumini meet .	January 17
21	Mock interview for Third year diploma students .	2 nd week of January 17
22	Curricular and extra curricular activities/competition .	January/February 17



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23	Preparation of first Class test question paper (IV, VI).	2 nd week of January 17
24	Moderation of class test question paper as per NBA norms and model answer paper	2 nd week of January 17
25	First class test .	23.01.17 To 25.01.17
26	Students academic feedback and its analysis	4 th week of January 17
27	Students' academic performance monitoring and counseling -1 .	1 st week of January 17
28	Parent teacher meeting –III .	1 st week of February 17
29	Project Progress Presentation-II.	1 st week of February 17
30	Second internal Academic monitoring (IAMC) .	2 nd week of February 17
31	Filling Up information of Second Academic Monitoring 16-19	2 nd week of February 17
32	Curricular and extra curricular activities/competition .	2 nd week of February 17
33	Second external monitoring .	3 rd week of February 17
34	Departmental meeting (Syllabus completion, Class test II ,etc)	4 th week of February 17
35	Soft skill training program for Third year diploma students .	February 17
36	Departmental Meeting (Preparation of Newsletter, Syllabus completion etc.)	2 nd week of March 17
37	Preparation of second Class test question (IV, VI).	2 nd week of March 17
38	Preparation of Newsletter	2 nd week of March 17
39	Moderation of class test question paper as per NBA norms paper and model answer paper.	3 rd week of March 17
40		
41	Parent teacher meeting –IV.	3 rd week of March 17
42	Skill test	3 rd week of March 17
43	Second class test .	22.03.17 To 24.03.17.
44	Students feedback and its analysis	3 rd week of March 17
45	Final detention list .	24.03.17
46	Students' academic performance monitoring and counseling -1 .	3 rd week of March 17
47	MSBTE Summer-17– Practical examination .	28.03.17 To 07.04.17 .
48	Student Enrollment for Im-Plant training.	March 17
49	Training & Placement activity .-Carrier Guidance	March 17.
50	Faculty development program .	March 17.
51	Data collection of students willing to go for job .	March 17 To May 17.
52	Data collection of students going for entrepreneur /self-finance .	March 17 To May 17 .
53	Submission of completed course files to program head .	2 nd Week of April
54	Course End Survey	2 nd Week of April
55	Program Exit Survey	2 nd Week of April 17
56	MSBTE Summer-19 – Theory examination	11.04.17 To 08.05.17
57	Start of Academic Session 17-18.	19.06.17



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