

**ALL INDIA SHRI SHIVAJI MEMORIAL SOCIETY'S POLYTECHNIC**  
**Institute academic calendar (2020-2021)**

<b>ODD SEMESTER (2020-2021)</b>		
S No.	Activity	Date & Time
1.	Preparation of time table, department calendar & Handouts	01.08.20 - 15.08.20
2.	First Term : Sem III & V	17.08.20 – 30.01.21
3.	Department meeting Sem 3 & 5: CIANN-17, Course file ,Awareness of action plan odd sem	17.08.20
4.	Identify & fulfil New facility created	August 20
5.	Guidance session for diploma engineering admission process	September 20
6.	Facilitation (Counselling center) for first year admission process	September-December 20
7.	Result analysis Summer 2020	July 20
8.	NBA meeting (Action plan odd semester 20-21 ,Newsletter etc)	July 20 (Online)
9.	Departmental meeting (Project allotment)	September 20
10.	Project Assignment and Project guide allotment	September 20
11.	Industrial visits ( feedback & feedback analysis) (Online mode)	September 20 - January 21
12.	Invited talk/Guest lectures/Expert lectures( feedback & feedback analysis)	September 20 - January 21
13.	First semester - Preparation of time table, department calendar & Handouts	2 <sup>nd</sup> week of December 20
14.	First term :sem I	21.12.20 TO 06.03.21
15.	Departmental meeting Sem 1 : CIANN-17, Course file ,Awareness of action plan odd sem	December 20
16.	First class test (Sem-III, V) (Class test question paper n model answer)	1 <sup>st</sup> week of December 20
17.	Moderation of class test question paper for quality improvement	1 <sup>st</sup> week of December 20
18.	First class test (Sem-III , V)	16.12.20 TO 18.12.20
19.	Student feedback on academics , facility & its analysis	16.12.20 TO 18.12.20
20.	Remedial measures-1 for Weak students (Sem-III & V)	3 <sup>rd</sup> week of December 20
21.	Students' academic performance monitoring and counseling -1(III , V)	3 <sup>rd</sup> week of December 20
22.	Parent teacher meeting & Parents feedback	3 <sup>rd</sup> week of December 20
23.	First class test (Sem-I) (Class test question paper n model answer)	2 <sup>nd</sup> week of January 21
24.	Moderation of class test question paper as per NBA norms	2 <sup>nd</sup> week of January 21
25.	Winter 20 MSBTE-Exam form filling	2 <sup>nd</sup> week of January 21
26.	First class test (Sem1- I-scheme)	28.01.21 TO 30.01.21
27.	Student feedback on academics , facility & its analysis	28.01.21 TO 30.01.21
28.	Remedial measures-1 for Weak students ( Sem-I)	1 <sup>st</sup> week of February 21
29.	Parent teacher meeting ( Parents feedback & its analysis)	1 <sup>st</sup> week of February 21
30.	Make up classes for direct second year admitted students	January-February 21
31.	Extracurricular/Co-curricular activities	January-February 21
32.	Preparation of Newsletter –Institute level-01 per semester	January-February 21
33.	Preparation of Newsletter –department level -at least 01	January-February 21
34.	Project Synopsis submission	January-21
35.	Second class test (III , V) (Class test question paper and model answer)	1 <sup>st</sup> week of January 21

**ODD SEMESTER (2020-2021)**

S No.	Activity	Date & Time
36.	Moderation of class test question paper as per NBA norms	1 <sup>st</sup> week of January 21
37.	Second class test (III,V)	18.01.21 TO 20.01.21
38.	Students feedback-academics & its analysis	4 <sup>th</sup> week of January 21
39.	Remedial measures-2 for Weak students ( Sem-III & V)	4 <sup>th</sup> week of January 21
40.	Students' academic performance monitoring and counseling -2(III G, V G)	4 <sup>th</sup> week of January 21
41.	Parent teacher meeting & its analysis	4 <sup>th</sup> week of January 21
42.	Submission of Term work & micro project (Sem-III, V)	4 <sup>th</sup> week of January 21
43.	Additional efforts for Bright students (Sem-III, V)	4 <sup>th</sup> week of January 21
44.	Course End survey (Sem-III, V)	4 <sup>th</sup> week of January 21
45.	Departmental meeting (Course file)	4 <sup>th</sup> week of January 21
46.	Second class test (Sem1) (Class test question paper and model answer)	2 <sup>nd</sup> week of February 21
47.	Moderation of class test question paper as per NBA norms	2 <sup>nd</sup> week of February 21
48.	Second class test (Sem1)	25.02.21 TO 27.02.21
49.	Course end survey (Sem1)	1 <sup>st</sup> week of March 21
50.	Students feedback-academics (Sem1)	1 <sup>st</sup> week of March 21
51.	Submission of Term work & micro project (Sem-I)	1 <sup>st</sup> week of March 21
52.	Remedial measures-2 for Weak students ( Sem-I)	1 <sup>st</sup> week of March 21
53.	Students' academic performance monitoring and counseling -2 (Sem I)	1 <sup>st</sup> week of March 21
54.	Parent teacher meeting & its analysis	1 <sup>st</sup> week of March 21
55.	Additional efforts for Bright students (Sem-III, V)	1 <sup>st</sup> week of March 21
56.	Departmental meeting (Course file) (Sem1)	1 <sup>st</sup> week of March 21
57.	MSBTE Winter-20 – Practical examination (Sem-III, V)	08.02.21 TO 17.02.21
58.	MSBTE Winter-20 – Practical examination (Sem-I)	08.03.21 TO 12.03.21
59.	MSBTE Winter-20 – Theory examination (Sem-III, V)	24.02.21 TO 17.03.21
60.	MSBTE Winter-20 – Theory examination (Sem-I)	15.03.21 TO 20.03.21

(Shri S.K.Giram)  
Principal  
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<b>EVEN SEMESTER (2020-2021)</b>		
S No.	Activity	Date & Time
1.	Preparation of time table & Handouts	3 <sup>rd</sup> week of March 21
2.	Departmental meeting Sem 2,4,6 : CIANN-17, Course file ,Awareness of action plan even sem	3 <sup>rd</sup> week of March 21
3.	Second term	22.03.21 TO 10.06.21
4.	Project work review (Sem-VI)	3 <sup>rd</sup> week of April 21
5.	Declaration of MSBTE result	2 <sup>nd</sup> week of April 21
6.	Result analysis Winter-20	2 <sup>nd</sup> week of April 21
7.	CO attainment –(odd sem)	2 <sup>nd</sup> week of April 21
8.	Remedial measures for students having poor performance in W-20 Exam.	2 <sup>nd</sup> week of April 21
9.	Implementation of reward (best practices)	2 <sup>nd</sup> week of April 21
10.	Update odd semester course file	2 <sup>nd</sup> week of April 21
11.	Co- curricular and Extracurricular activity	22.03.21 TO 10.06.21
12.	First class test (Class test question paper and model answer)	2 <sup>nd</sup> week of April 21
13.	Moderation of class test question paper as per NBA norms	2 <sup>nd</sup> week of April 21
14.	First class test	28.04.21 TO 30.04.21
15.	Student feedback on academics & facility & feedback analysis	1 <sup>st</sup> week of May 21
16.	Remedial measures-1 for Weak students	1 <sup>st</sup> week of May 21
17.	Students' academic performance monitoring and counseling -1	1 <sup>st</sup> week of May 21
18.	Project seminar (VI)	4 <sup>th</sup> week of May 21
19.	Second class test (Class test question paper and model answer)	4 <sup>th</sup> week of May 21
20.	Moderation of class test question paper as per NBA norms	4 <sup>th</sup> week of May 21
21.	Submission of Term work – micro project (Sem-I)	4 <sup>th</sup> week of May 21
22.	Second class test	02.06.21 TO 04.06.21
23.	Student feedback	02.06.21 TO 04.06.21
24.	Course end survey	02.06.21 TO 04.06.21
25.	Remedial measures-2 for Weak students	2 <sup>nd</sup> week of June 21
26.	Additional efforts for Bright students	2 <sup>nd</sup> week of June 21
27.	Submission of completed course files TO HOD	4 <sup>th</sup> week of June 21
28.	GB and LMC meeting	July 21
29.	MSBTE Summer-21– Practical examination	12.06.21 TO 21.06.21
30.	MSBTE Summer-21 – Theory examination	24.06.21 TO 14.07.21
31.	Guidance session for diploma engineering admission process	June 21 - September 21
32.	Counselling center for first year admission process	June 21 - September 21
33.	Declaration of MSBTE result	August 21

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