ALL INDIA SHRI SHIVAJI MEMORIAL SOCIETY'S POLYTECHNIC Department-Electronics & Telecommunication Engineering Academic Planner for Year 2020-21

	ODD SEMESTER	
S No.	Activity	Date & Time
1.	Preparation of time table, department calendar& Handouts	01.08.2020 - 15.08.2020
2.	First Term : Sem III & V	17.08.2020 - 30.01. 2021
3.	Department meeting Sem 3 & 5: CIANN-17, Course file ,Awareness of action plan odd sem	17.08.2020
4.	Result analysis Summer 2020	November-2020
5.	NBA meeting (Action plan odd semester 20-21, Newsletter etc)	July -2020 (Online)
6.	Departmental meeting (Project allotment)	September- 2020
7.	Project Assignment and Project guide allotment	September- 2020
8.	Industrial visits (feedback & feedback analysis) (Online mode)	September -2020 – January-2021
9.	Invited talk/Guest lectures/Expert lectures(feedback & feedback analysis)	September-2020 – January-2021
10.	First class test (Sem-III, V) (Class test question paper n model answer)	1 st week of December- 2020
11.	Moderation of class test question paper for quality improvement	1 st week of December-2020
12.	First class test (Sem-III, V)	16.12.2020 TO 18.12.2020
13.	Student feedback on academics, facility & its analysis	16.12.2020 TO 18.12.2020
14.	Remedial measures-1 for Weak students (Sem-III & V)	3 rd week of December- 2020
15.	Students' academic performance monitoring and counseling -1(III, V)	3 rd week of December- 2020
16.	Parent teacher meeting & Parents feedback	3 rd week of December- 2020
17.	Winter -2020 MSBTE-Exam form filling	2 nd week of January- 2021
18.	Make up classes for direct second year admitted students	January-February- 2021
19.	Extracurricular/Co-curricular activities	January-February-2021
20.	Preparation of Newsletter –Institute level-01 per semester	January-February-2021
21.	Project Synopsis submission	January-2021
22.	Second class test (III, V) (Class test question paper and model answer)	1 st week of January-2021
23.	Moderation of class test question paper as per NBA norms	1 st week of January-2021
24.	Second class test (III,V)	18.01.2021 TO 20.01.2021
25.	Students feedback-academics & its analysis	4th week of January-2021
26.	Remedial measures-2 for Weak students (Sem-III & V)	4th week of January- 2021
27.	Students' academic performance monitoring and counseling -2(III G, V G)	4 th week of January-2021
28.	Parent teacher meeting & its analysis	4 th week of January-2021
29.	Submission of Term work & micro project (Sem-III, V)	4th week of January-2021
30.	Additional efforts for Bright students (Sem-III, V)	4th week of January -2021
31.	Course End survey (Sem-III, V)	4th week of January -2021
32.	Departmental meeting (Course file)	4th week of January -2021
33.	MSBTE Winter-2020 – Practical examination (Sem-III, V)	08.02.2021 TO 17.02.2021
34.	MSBTE Winter-2020 – Theory examination (Sem-III, V)	24.02.2021 TO 17.03.2021

H.O.D.

Department of Electronics and Telecommunication Engineering
AISSM's Polytechnic



ALL INDIA SHRI SHIVAJI MEMORIAL SOCIETY'S POLYTECHNIC Department-Electronics & Telecommunication Engineering Academic Planner for Year 2020-21

SNo. Activity Date & Time 1. Preparation of fime table & Handouts 3rd week of March-2021 2. Awareness of action plan even sem 22,03,2021 TO 10,06,2021 3. Second term 22,03,2021 TO 10,06,2021 4. Project work review (Sem-VI) 3rd week of April-2021 5. Declaration of MSBTE result 2rd week of April-2021 6. Result analysis Winter-2020 2rd week of April-2021 7. CO attainment (-odd sem) 2rd week of April-2021 8. Remedial measures for students having poor performance in W-20 2rd week of April-2021 9. Implementation of reward (best practices) 2rd week of April-2021 10. Update odd semseter course file 2rd week of April-2021 11. Co- curricular and Extracurricular activity 22,03,2021 TO 10,06,2021 12. First class test (Class test question paper and model answer) 2rd week of April-2021 13. Moderation of class test question paper and model answer) 2rd week of April-2021 14. First class test 15. Student feedback on academics & facility & feedback analysis 1rd week of May-2021 16. Remedial measures-1 for Weak students 1rd week of May-2021 17. Students' academic performance monitoring and counseling -1 1rd week of May-2021 18. Project seminar (VI) 4rd week of May-2021 19. Second class test (Class test question paper as per NBA norms 4rd week of May-2021 20. Moderation of class test question paper and model answer) 4rd week of May-2021 21. Submission of Term work – micro project (Sem-I) 4rd week of May-2021 22. Second class test (Class test question paper and model answer) 4rd week of May-2021 23. Student feedback 0 20,06,2021 TO 04,06,2021 24. Course end survey 02,06,2021 TO 04,06,2021 25. Remedial measures-2 for Weak students 2rd week of June-2021 26. Additional efforts for Bright students 2rd week of June-2021 27. Submission of completed course files TO HOD 4rd week of June-2021 28. GB and LMC meeting July-2021 29. MSBTE Summer-21 – Theory examination 12,06,2021 TO 21,06,2021 30. MSBTE Summer-21 – Theory examination 140,0201 31. Guidance session for diploma engineering admission process 140.0201	Academic Planner for Year 2020-21 EVEN SEMESTER				
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