ALL INDIA SHRI SHIVAJI MEMORIAL SOCIETY'S POLYTECHNIC
Academic calendar (2022-2023)
Electronics and Telecommunication Engineering Department

ODD SEMESTER (2022-2023)		
S No.	Activity	Date & Time
1.	Remedial coaching/bridge courses/setu adhyayan upkram	July 2022-december 2022
2.	Preparation of time table, department calendar& Handouts	1.08.2022 - 15.08.2022
3.	First Term : Sem- III	17.08. 2022 – 21.12.22
2.	Department meeting Sem 3 & 5: CIAAN-17, Course file ,Awareness of action plan odd sem	16.08.2022
3.	Result analysis Summer 2022	01.08.22 - 15.08. 2022
4.	Implementation of reward (best practices)	3rd week of September-2022
5.	NBA Departmental meeting (Action plan odd semester 2022-23 ,Newsletter etc)	July - 2022
6.	NBA Departmental meeting (P-files)	August-2022 –as per necessity
7.	Departmental meeting (Micro Project allotment)	october-2022
8.	Industrial visits (feedback & feedback analysis)	September -2022 TO December- 2022
9.	Invited talk/Guest lectures/Expert lectures(feedback & feedback analysis)	September- 2022 TO December -2022
10.	Departmental meeting Sem 1 : CIANN-17, Course file ,Awareness of action plan odd sem	3rd week of September-2022
11.	Soft skill training program for second year diploma students	October to November-2022
12.	Identifying faculty members for training programs (department wise)	November-2022
13.	First class test (Sem-III) (Class test question paper n model answer)	Third week of October-2022
14.	Moderation of class test question paper for quality improvement	2nd week of October-2022
15.	First class test (Sem-III)	17.10. 2022 TO 19.10.2022
16.	Student feedback on academics , facility & its analysis	17-19 October 2022
17.	Remedial measures-1 for weak students	3rd week of Novenber 2022
18.	Students' academic performance monitoring and counseling -1	3rd week of October-2022
19.	Parent teacher meeting & its analysis	3rd week of October
20.	Winter 22 MSBTE-Exam form filling	October-2022
21.	Make up classes for direct second year admitted students	October-November-2022
22.	Departmental meeting (Course file)	1st week of November-2022
23.	First internal academic monitoring (IAMC)/ Institute academic audit	Ird week of November-2022

ODD SEMESTER (2022-2023)

S No.	Activity	Date & Time
24.	Extracurricular/Co-curricular activities	October-November-2022
25.	Preparation of Newsletter –department level -at least 01	2nd week of December-2022
26.	Second class test (III) (Class test question paper and model answer)	2nd week of December-2022
27.	Moderation of class test question paper as per NBA norms	2nd week of December-2022
28.	Second class test (III)	15.12. 2021 TO 19.12. 2022
29.	Students feedback-academics & its analysis	4th week of December-2022
30.	Remedial measures-2 for Weak students (Sem-III)	4th week of December-2022
31.	Students' academic performance monitoring and counseling -2(III)	4th week of December-2022
32.	Parent teacher meeting & its analysis	4th week of December-2022
33.	Submission of Term work & micro project (Sem-III)	4th week of December-2022
34.	Additional efforts for Bright students (Sem-III)	4th week of December-2022
35.	Course End survey (Sem-III)	4th week of December-2022
36.	Final detention list (Sem-III)	4th week of December-2022
37.	MSBTE Winter-22 – Practical examination (Sem-I, III,)	December-22
38.	MSBTE Winter-22– Theory examination	January-February-22

Kailwad

Program Head
Department of Electronics and Telecommunication Engineering
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SNo.	Activity	Date & Time
	EVEN SEMESTER (2022-2023)	
1.	Preparation of time table & Handouts	4th week of January- 2023
2.	Departmental meeting Sem 2,4 : CIANN-17, Course file ,Awareness of action plan even sem	4th week of January- 2023
3.	Second term	1.02. 2023 TO 12.05. 2023
4.	NBA Departmental-meeting	January-December-2023
5.	GB and LMC meeting	March- 2023
6.	identifying faculty members for training programs department wise)	March-2023
7.	Declaration of MSBTE result	February -2023
8.	Result analysis Winter-2022	February -2023
9.	CO attainment –(odd sem)	March -2023
10.	Remedial measures for students having poor performance in W-2021 Exam.	March- 2023
11.	Implementation of reward (best practices)	March-2023
12.	Update odd semester course file	March-2023
13.	Technical quiz / Paper presentation competition	March-2023
14.	Cultural activity	February-May -2023
15.	Industrial visits (feedback & feedback analysis)	February-May -2023
16.	Guest lectures (feedback & feedback analysis)	February-May -2023
17.	First class test (Class test question paper and model answer)	01.03.2023-12.03.2023
18.	Moderation of class test question paper as per NBA norms	February-May -2023
19.	First class test	15.03.2023 TO 17.03.2023
20.	Student feedback on academics & facility & feedback analysis	15.03.2023 TO 17.03.2023
21.	Remedial measures-1 for Weak students	19.03.2023 TO 21.03.2023
22.	Students' academic performance monitoring and counseling -1	19.03.2023 TO 21.03.2023
23.	Parent teacher meeting & Parents feedback -feedback analysis	3rd week of March-2023
24.	Second internal Academic monitoring (IAMC)/ Institute academic audit	April-2023
25.	Filling up information of 2nd academic monitoring 2021-22	April -2023
26.	Preparation of Newsletter –Institute level-01 per semester	April- 2023

SNo.	Activity	Date & Time
	EVEN SEMESTER (2022-2023)	
27.	Preparation of Newsletter –department level -at least 01	April-2023
28.	Second external monitoring (EAMC)	April -2023
29.	Second class test (Class test question paper and model answer)	01.05.2023-05.05.2023
30.	Moderation of class test question paper as per NBA norms	01.05.2023-05.05.2023
31.	Submission of Term work – micro project (Sem-I)	2nd week of April-2023
32.	Second class test	08.05. 2023 TO 10.05. 2023
33.	Student feedback	08.05. 2023 TO 10.05. 2023
34.	Course end survey	08.05. 2023 TO 10.05. 2023
35.	Remedial measures-2 for Weak students	11.05. 2023 TO 12.05. 2023
36.	Additional efforts for Bright students	11.05. 2023 TO 12.05. 2023
37.	Students' academic performance monitoring and counseling -1	11.05. 2023 TO 12.05. 2023
38.	Parent teacher meeting	11.05. 2023 TO 12.05. 2023
39.	In-Plant Training Awareness session for SY (I-scheme)student	May -2023
40.	Training &Placement activity- Carrier Guidance	April- 2023
41.	Final detention list	12.05.2023
42.	Updating ERP data	May- 2023
43.	Submission of completed course files to HOD	May- 2023
44.	MSBTE Summer-23– Practical examination	13.05.2023-20.05.2023
45.	MSBTE Summer-23 – Theory examination	24.05.2023-13.06.2023
46.	Declaration of MSBTE result	July -2023

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