

All India Shri Shivaji Memorial Society's Polytechnic, Pune

Department of Information Technology

Academic Calendar of Year 2022-2023

Sr. No	Details	Proposed Dates/Period
Semester III and V (ODD)		
1	Remedial coaching /bridge courses/setu adhyayan upakram	July-22 to dec 22
2	Departmental information for website updation.	2 nd week of Aug-22
3	Result analysis SUMMER-22	1 st week of Aug-22
4	Preparation of TimeTable,departmental calender and handouts.	2 nd week of Aug-22
5	CO attainment :Even semester 2019-20.	2 nd week of June-22
6	Commencement of ODD Term of Academic Year(III- Semester ,V- Semester).	17.8.22 to 21.12.22
7	Departmental meeting(Course file,Portfolio, Result analysis ,awareness of action plan odd sem.etc.)	3 rd week of Aug-22
8	Formation of Academic Project Management Committee(V Sem)	4 th week of Aug-22
9	NBA meeting (action plan odd sem),Newsletter	3 rd week of Aug-22
10	Microproject selection and allocation to Groups	4 th week of Aug-22
11	Summer In-Plant Training Feedback From Third Year Students.	2 nd week of Aug-22
12	Departmental meeting for project allocation(assignment guide allocation)	3 rd week of Sep-22
13	Industrial visits and Feedbacks.	Sep-22 to Dec-22
14	Invited talk/Guest Lectures/Expert Lectures and FeedBack.	Sep-22 to Dec-22
15	NBA Meeting(Action plan, CO's-PO's Mapping etc.)	3 rd week of Sep-22
16	Softskill training program	Oct 22 to Nov-22
17	Departmental meeting(Student Mentoring,Parent Meeting etc.)	Sep-22 to Oct -22
18	Aptitude training program for TY students	Nov -22
19	VLab Implementation and Feedback	Aug-22 to Dec-22
20	Preparation of first Class test question paper (III , V).	1 st week of Oct-22
21	Moderation of class test question paper for quality improvement and model answer paper.	1 st week of Oct-22
22	NBA Meeting(Action plan, CO's-PO's Mapping etc.)	1 st week of Oct -22
23	First class test (III , V) .	17-19 Oct -22
24	Student academic feedback and its analysis .	17-21 Oct -22
25	Remedial measures – class test-1 for weak students	21 Oct-22 -05 Nov -22
26	Winter Break (Diwali vacation) .	24.10.22-28.10.22
27	Students' academic performance monitoring and counseling -1(III , V),after Completion of class test paper assessment work.	21 Oct-22 -05 Nov -22
28	Departmental meeting(Extra curricular and CO-Curricular, Class Test, Make Up Classes etc.)	1 st week og Nov-22
29	Make up classes for Direct second year admitted students,	2 nd week of Sep to 1 st week of October 22
30	Teacher's day celebration :Extra Curricular Activity .	05.09.22
31	Engineer's day celebration & Co- Curricular Activity .	15.09.22
32	NBA Meeting(Class test attainment, Weak and Bright Students etc.)	2 nd week of Nov- 22
33	IDESSA –sports activity .	Nov.22-Dec 22
34	First Internal Academic monitoring(IAMC)	1 st week of Nov-22
35	Project Synopsis submission .	1 st week of Dec-22
36	Preparation of first Class test II question paper (III , V).	1st week of Dec-22
37	Moderation of class test question paper for quality improvement and model answer paper.	1st week of Dec-22

Program Coordinator

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38	Microproject Submission	2 nd week of Dec-22
39	Second class test-II (III-sem , V-sem).	15-17 Dec-22
40	Students feedback and its analysis	15-22Dec-22
41	Remedial measures for weak students/Bright	19.12.22 to 23.12.22
42	Students' academic performance monitoring and counseling -2(III I, V).	19.12.22 to 23.12.22
43	Parent teacher meeting –II feedback and analysis.	1 st /2 nd week of Dec-22
44	Departmental meeting(Course File,)	3 rd week of Dec-22
45	Submission of Term work (III-sem , V-sem).	2 nd /3 rd week of Dec-22
46	Course End survey (III-sem , V-sem).	22-24 Dec-22
47	Final detention list (III , V).	24.12.22
48	NBA Meeting	4 th week of Dec-22
49	MSBTE Winter-22 – Practical Examination.	22-30 Dec-22
50	MSBTE Winter-22 – Practical Examination.	03-24 Jan-22
51	Preparation of Newsletter –Department level .	3rd week of Dec-22
Semester IV and VI (EVEN)		
1	NBA Meeting	2 nd week of Jan -22
2	Commencement of Second term .	01.02.23-06.05.23
3	Preparation of TimeTable,departmental calender and handouts.	4 th week of Jan 23
4	Departmental meeting(Course file,Portfolio, Result analysis ,awareness of action plan even sem.etc.)	4 th week of Jan 23
5	NBA Meeting	2 nd week of Feb -23
6	Project work review (VI-sem) .	3rd week of March 23
7	Identifying the final year projects for various project competitions(DIPEX, MSBTE etc.)	Feb -23
8	Departmental meeting (co-curricular and extra curricular , Sports activities, etc.)	Feb -23
9	Identifying the final year projects for various paper presentation competitions	Feb - Apr -23
10	Industrial visits .	Feb 23 to May 23
11	Invited talk/Guest Lectures/Expert Lectures and FeedBack.	Feb 23 to May 23
12	Project Progress Presentation-I.	1st week of Mar 23
13	Result analysis Winter-22.	Feb -23
14	CO attainment -odd sem .	Feb -23
15	Remedial measures for students having poor performance (IV , VI).	Mar -23
16	Communication with the industry/orginisation available for Training along with capacity & its confirmation.	Mar -23
17	Preparation of first Class test question paper (IV, VI).	1st week of Mar 23
18	Moderation of class test question paper as per NBA norms and model answer paper	1st week of Mar 23
19	Departmental meeting (Class Test I, Teacher Parent meeting, Curricular and extra curricular activities/competition etc.)	1st week of Mar 23
20	Alumini meet .	Feb 23 to May 23
21	Curricular and extra curricular activities/competition .	Feb 23 to May 23
22	NBA Meeting	2 nd week of Mar -23
23	First class test .	15.03.23-17.03.23
24	Students academic feedback and its analysis	15.03.23-17.03.23
25	Remedial measures for weak students/Bright	19.03.23-21.03.23
26	Students' academic performance monitoring and counseling -2(III I, V).	19.03.23-21.03.23

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27	Parent teacher meeting –III feedback and analysis.	3 rd week of Mar 23
28	Project Progress Presentation-II.	Apr-23
29	Submission of micro projects .	2 nd week Apr-23
30	Second internal Academic monitoring (IAMC) .	Apr-23
31	Filling Up information of Second Academic Monitoring 19-20	2nd week of February 23
32	VLab Implementation and Feedback	Feb 23 to May 23
33	Obtaining consent letter from parents/guardian for in-plant training	3rd week of Apr 23
34	Second external monitoring .	Apr-23
35	Mock interview for Third year diploma students .	Apr-23
36	Departmental meeting (Syllabus completion, Class test II)	Last week of Apr 23
37	NBA Meeting	Last week of Apr 23
38	Preparation of second Class test question (IV, VI).	1 st week of may
39	Moderation of class test question paper as per NBA norms paper and model answer paper.	1 st week of may
40	Second class test .	26.04.23-28.04.23
41	Departmental Meeting (Preparation of Newsletter, weak/bright students etc.)	2 nd week of May 23
42	Preparation of Newsletter.	2nd week of May 23
43	NBA Meeting	2nd week of May 23
44	Parent teacher meeting –IV.	2nd week of May 23
45	Students feedback and its analysis	26.04.23-28.04.23
46	Course End Survey	2 nd Week of May 23
47	Final detention list .	06.05.23
48	Students' academic performance monitoring and counseling -1 .	11.05.23-12.05.23
49	MSBTE Summer-22– Practical examination .	07.05.23-14.05.23
50	Submission of completed course files to HOD .	May 23
51	Issue the letter to the industry /organization for the training along with the details of students & mentors.	2 nd week of May 23
52	Program Exit Survey	2 nd Week of May
53	MSBTE Summer-20 – Theory examination	17.05.23-06.06.23
54	In-Plant Training for SY (I-scheme) student & mentors to carry out a progress assessment during the in-plant training.	2nd week of June -3rd week of July
55	Start of Academic Session 23-24	July 24

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