



SE Staff Academic Activity Planner (2020-21) Term-I

Sr. No.	Tentative Date	Year	Activity Planned
1.	15/06/20	SE	Student Registration
2.	15/06/20	SE	Term Commencement
3.	17/06/20	SE	Induction Program for all SE students
4.	22/06/20-27/06/20	SE	1 st Mentor- Mentees Interaction
5.	04/07/20	SE	Internal Attendance Review (Mentors should message or call all parents accordingly)
6.	13/07/20-18/07/20	SE	Peer Feedback Schedule
7.	15/07/20	SE	1 st Attendance Review
8.	16/07/20	SE	Syllabus Review (theory and practical)
9.	13/07/20- 18/07/20	SE	2 nd Mentor- Mentees Interaction
10.		SE	Intimation of Parents Meet to be conveyed
11.	20/07/20	SE	1 st Class Committee Meeting
12.	08/08/20	SE	Parents Meet
13.	10/08/20- 14/08/20	SE	3 rd Mentor- Mentees Interaction
14.	14/08/20	SE	Syllabus (Th + Pr) review
15.	17/08/20- 21/08/20	SE	1 st Unit Test on Unit I & II (20 marks)
16.		SE	Display of Result of Test 1
17.		SE	Remedial classes after 1st Test
18.	17/08/20	SE	2 nd Attendance Review
19.	19/08/20	SE	2 nd Class Committee Meeting
20.	24/08/20 - 28/08/20	SE	Mid Term Feedback from students
21.	07/09/20 - 12/09/20	SE	4 th Mentor- Mentees Interaction
22.	15/09/20	SE	3 rd Attendance Review (theory and practical)
23.	17/09/20	SE	3 rd Class Committee Meeting
24.	28/09/20	SE	Mock Practical/Oral Schedule Display
25.	03/10/20	SE	4 th Class Committee Meeting
26.	05/10/20-09/10/20	SE	2 nd Test on Units III to VI (40 marks)
27.	10/10/20	SE	Final Attendance Review (theory and practical)
28.	12/10/20-17/10/20	SE	Mock Practical/Oral
29.	12/10/20-17/10/20	SE	End Term Feedback & Course Exit Feedback
30.	19/10/20	SE	Display of Result of Test 3
31.	14/10/20-17/10/20	SE	5 th Mentor- Mentees Interaction
32.		SE	University Practical / Oral Exam
33.		SE	University Theory Exam
34.		SE	University Online Exam
Assessment of Write-ups should be regularly done after 1 week of performance of the practical			
Remedial action for defaulters should be given immediately after the list is displayed for the respective subjects			
*** The above schedule may change subject to SPPU (In-Sem/Online/PR/OR) Time Table			



TE & BE Staff Academic Activity Planner (2020-21) Term-I

Sr. No.	Tentative Date	Year	Activity Planned
1.	15/06/20	TE,BE	Student Registration
2.	15/06/20	TE,BE	Term Commencement
3.	15/06/20- 16/06/20	TE,BE	Induction Program for all SE students
4.	22/06/20-27/06/20	TE,BE	1 st Mentor- Mentees Interaction
5.	04/07/20	TE,BE	Internal Attendance Review (Mentors should message or call all parents accordingly)
6.	13/07/20-18/07/20	TE,BE	Peer Feedback Schedule
7.	15/07/20	TE,BE	1 st Attendance Review
8.	16/07/20	TE,BE	Syllabus Review (theory and practical)
9.	13/07/20- 18/07/20	TE,BE	2 nd Mentor- Mentees Interaction
10.		TE,BE	Intimation of Parents Meet to be conveyed
11.	20/07/20	TE,BE	1 st Class Committee Meeting
12.	08/08/20	TE,BE	Parents Meet
13.	10/08/20- 14/08/20	TE,BE	3 rd Mentor- Mentees Interaction
14.	14/08/20	TE,BE	Syllabus (Th + Pr) review
15.	17/08/20	TE,BE	2 nd Attendance Review
16.	19/08/20	TE,BE	2 nd Class Committee Meeting
17.	24/08/20 - 28/08/20	TE,BE	Mid Term Feedback from students
18.	24/08/20 - 28/08/20	TE,BE	1 st Unit Test on Unit I to III (30 marks)
19.		TE,BE	Display of Result of Test 1
20.		TE,BE	Remedial classes after 1st Test
21.	07/09/20 - 12/09/20	TE,BE	4 th Mentor- Mentees Interaction
22.	15/09/20	TE,BE	3 rd Attendance Review (theory and practical)
23.	17/09/20	TE,BE	3 rd Class Committee Meeting
24.	28/09/20	TE,BE	Mock Practical/Oral Schedule Display
25.	03/10/20	TE,BE	4 th Class Committee Meeting
26.	05/10/20-09/10/20	TE,BE	2 nd Test on Units IV to VI (30 marks)
27.	10/10/20	TE,BE	Final Attendance Review (theory and practical)
28.	12/10/20-17/10/20	TE,BE	Mock Practical/Oral
29.	12/10/20-17/10/20	TE,BE	End Term Feedback & Course Exit Feedback
30.	19/10/20	TE,BE	Display of Result of Test 3
31.	14/10/20-17/10/20	TE,BE	5 th Mentor- Mentees Interaction
32.		TE,BE	University Practical / Oral Exam
33.		TE,BE	University Theory Exam
34.		TE,BE	University Online Exam
Assessment of Write-ups should be regularly done after 1 week of performance of the practical			
Remedial action for defaulters should be given immediately after the list is displayed for the respective subjects			
*** The above schedule may change subject to SPPU (In-Sem/Online/PR/OR) Time Table			



Staff should submit Unit Test Question papers much prior to the test

Color Codes

Feedback System



Attendance Monitoring



Examination/Academics Assessment System



Students/Parents Interaction with Staff

