



Finolex Academy of Management & Technology

Department of Information Technology

ACADEMIC CALENDAR FOR THE YEAR 2018-19 (Sem - III, V, VII)
(2nd July 2018 – 6th November 2018 - 15 weeks)/ (Tentative- Odd Semester)

Sr. No	Week	Date	Day	Key Activities	Date of Execution	Owner
1.		20 th June-2018	Wednesday	Final load allocation	-	
2.		30 th June-2018	Saturday	Display of Time-Table (AOP as well as semester)	30-6-2018	
3.	1 st	2 nd July 2018	Monday	Commencement of Semester	2-7-2018	
4.	1 st	2 nd -7 th July 2018	Mon-Sat	Academic Orientation Program (AOP) week. <u>Mentorship and HOD meeting on 4th July 2018.</u> <u>HOD feedback about Faculty.</u> <u>Completion of Faculty Diary on every Saturday</u>	7-7-2018	
5.	2 nd	9 th -14 th July 2018	Mon-Sat	Start of theory and practical as per timetable based on Module 1. <u>Formation of ACM Committee.</u> <u>SEIT Welcome Function will be held on second week of July-2018</u> <u>Displaying of Project Guides.</u>	14-7-2018	
6.	3 rd	16 th July-21 nd July 2018	Mon-Sat	Continuation of theory and practical as per time table and completion of 1 st Module	-	
7.	3 rd	21 st July 2018	Saturday	2 seminars for students (technical), Any one day during the period up to 3 hrs. <u>BE project title finalization on 21th July 2018.</u>	21-7-2018	
8.	4 th	23 th -28 th July 2018	Mon-Sat	Continuation of theory and practical as per time table and start of 2 nd Module Assignment I as per syllabus. <u>Finalization of MRG proposal on 28-7-2018.</u> <u>Finalization of Publication Repository</u>	28-7-2018	
9.	4 th	28 th July 2018	Saturday	<u>NPTEL registration</u> and Lectures for slow learner and updation of faculty diary. <u>Industrial Trip for SE and TE on 27-8-2018</u>	28-7-2018	
10.	5 th	30 th July -4 th Aug 2018	Mon-Sat	Continuation of theory and practical as per time table and completion of 2 nd Module. Completion of 1 st remedial work (issue of remedial assignment, submission of remedial assignment & report submission of remedial work) Collection , correction & submission of Assignment I. <u>Department meeting will be conducted on 7-8-2018.</u> <u>Submission of crossword for SE,TE,BE</u>	4-8-2018	
11.	6 th	6 th Aug 2018	Monday	Display of attendance upto July 2018 .	-	
12.	6 th	6 th -11 th Aug 2018	Mon-Sat	Continuation of theory and practical as per time table and start of 3 rd Module. TE project group formulation as per domain specialization. <u>Dept. Meeting on 7-8-2018</u>	11-8-2018	
13.	6 th	11 th Aug 2018	Saturday	<u>Bridge Course on Maths-III for SEIT Students will be conducted by Dr. S.B.Kulkarni</u>	-	
14.	7 th	13 th -18 th Aug 2018	Mon-Sat	Continuation of theory and practical as per time table and completion of 3 rd Module.	18-8-2018	

				<u>Submission of e-newsletter</u>	
15.	7 th	18 th August 2018	Saturday	Value Added Course on Soft Skills for SEIT students will be conducted by Mrs. N.H.Gangrekar (Sci. & Hum Dept).	18-8-2018
16.	8 th	20 st Aug-22 rd Aug 2018	Mon-Wed	Internal Assessment-I (Based on first 50% syllabus) (SE to BE) .Internal Assessment should be based on first three modules. Students' 1st feedback	20-8-2018 to 22-8-2018
17.	8 th	23 th Aug-25 th Aug 2018	Thu-Sat	Completion of Fast Learner Assignment and conducting extra Lectures for slow learner. IT Dept. will be organizing one day Cultural Activity on 25-8-2018	25-8-2018
18.	9 th	27 th Aug-1 st Sep 2018	Mon-Sat	IT Dept. will be organizing one day Social Activity (Digital India / Mobile Radiation Hazard) on 1-9-2018. <u>Planning of IT Department Conference.</u>	1-9-2018
19.	10 th	3 rd -8 th Sep 2018	Mon-Sat	Continuation of theory and practical as per time table and completion of 4th Module Collection , correction & submission of Assignment II Value added course on "Programming in C++" for TEIT students will be conducted by Mr.M.S.Joshi on 8th September 2018. <u>Industrial Trip for BE on 8-9-2018</u> <u>SEIT Parents Meeting will be held on 8-9-2018.</u>	8-9-2018
20.	9 th	5 th Sep 2018	Tuesday	Display of attendance upto Aug 2018. <u>Teachers Day will be celebrated on 5-9-2018</u> <u>Submission of e-magazine.</u> <u>Microsoft Training Program will be conducted from 3-9-2018 to 7-9-2018</u>	5-9-2018
21.	10 th	8 th September 2018	Saturday	<u>Discussion and finalization of GATE form application.</u> <u>Campus Cleaning Activity (3 Days) from 8-10-2018 onwards</u>	8-9-2018
22.	11 th	10 th -15 th Sep.2018	Mon-Sat	Ganapati Holidays - Mid Semester Break <u>Engineers Day will be celebrated on 15-10-2018</u>	15-9-2018
23.	12 th	17 th Sep-22 nd Sep 2018	Mon-Sat	Continuation of theory and practical as per time table and completion of 5 th Module. Workshop on " Cyber Security Microsoft" for SEIT students.	22-9-2018
24.	12 th	22 nd Sep 2018	Saturday	Value Added course on Technical Paper Presentation for BEIT students will be conducted by Dr.A. V .Bharadi	22-9-2018
25.	13 th	24 th -29 th Sep.2018	Mon-Sat	Continuation of theory and practical as per time table and start of 6 th Module. Assignment III as per syllabus. <u>Online Assignment Quiz-II for SE,TE,BE</u>	29-9-2018
26.	14 th	1 st - 6 th Oct 2018	Mon-Sat	Continuation of theory and practical as per time table and completion of 6 th Module Completion of 3 rd remedial work (issue of remedial assignment, submission of remedial assignment & report submission of remedial work). Collection and correction of Assignment III. Hackathon will be conducted on 5-10-2018. <u>Project Presentation on 2-10-2018 and Publication of Projects on 8-10-2018</u>	8-10-2018
27.	14 th	6 th Oct		Display of attendance up to September 2018	6-10-2018

		2018				
28.	15 th	8 th - 13 th October 2018	Mon-Sat	Internal Assessment-II (based on last 50% syllabus) (SE to BE) from 15th -17th October 2018. Students' 2 nd feedback Final attendance list with final defaulters Assignment III as per syllabus. BE project Exhibition will be conducted on last week of Oct-2018 Taking Subject Choice for Even semester 2018-2019 on 10-10-2018	15-10-2018 to 17-10-2018	
29.		15 th - 20 th October 2018	Mon-Fri	Completion of Fast Learner Assignment and conducting extra Lectures for slow learner <u>Online Assignment Quiz-III for SE,TE,BE</u> <u>Abdul Kalam Birth Day will be celebrated on 15-10-2018</u>	15-10-2018	
30.		22 nd - 27 th October 2018	Mon-Sat	Submission of completed faculty diary to HOD & Principal. Course survey Term work submission . Finalization and submission of IA- II marks report	27-10-2018	
31.		*27 th Oct 2018	Friday	Finalization of Subject Distribution for Even semester 2018-2019	-	
32.		29 th Oct -3 rd Nov.2018	Mon-Mon	*Practical /oral examination for SE to BE	-	
33.		5 th November 2018	Monday	End semester - (Compliance submission of – course files, ISO files, BE project batch wise status , faculty diary, AOP, overall syllabus coverage, self appraisal, course survey, exit survey, Deadstock verification , Allocation of subject etc).	-	
34.		As per university guidelines and institute convenienc e	-	*vacation slot	-	

Note: a) Effective quality implementation of academic calendar by HODs

Responsibility of HODs

- Effective conduct of AOP
- Effective conduct of time table throughout semester
- Monitoring of Students attendance & Syllabus Coverage
- Students feedback
- Term test analysis & marks finalization
- Remedial & monthly assignments as per schedule
- Modules finalization & submission
- Review of Course survey by faculty members
- Conduct of technical seminars
- Conduct of oral/practical exams

(Dr. V. A. Bharadi)
HOD IT