Department of Information Technology

Activity Calendar-2024-25 (Odd Semester)

(UG 3rd, 5th Semesters -Winter 2024)

Month	Day							Actual Teaching days	No. of Working Days	Holidays	Activities
	M	T	We	T	Fr	S	Su				
May 24			1	2	3	4	5				
	6	7	8	9	10	11	12				
	13	14	15	16	17	18	19				
	20	21	22	23	24	25	26	-	-		20-10 BoS, AC, GB Meetings 24 Commencement of Summer Term 2024
	27	28	29	30	31			-	-		
June 24						1	2	-	-		1-15 Finalization of NPTEL Courses to be offered to students
	3	4	5	6	7	8	9	-	-		7 Load Calculation and Distribution by departments and submission to DA
	10	11	12	13	14	15	16	-	-		11-12 Time-Table preparation, circulation & submission to-DA and website display 13-14 Entry of Time Table in MIS 14-15 Submission of Teaching Plan & Submission of soft copy to- DA Promotion of students to higher semester, Cyber Vidya Roll list 14-15 From students section to departments. 15 Finalization of Class Teachers (All semesters) & TGs & Submission to-DA
	17	18	19	20	21	22	23	5	5	17-Bakri Eid	18 Commencement of Classes
	24	25	26	27	28	29	30	6	6		24-25 CR Finalization & submission to DA 28-29 Monthly Students' feedback by HoD. 28-29 Meeting of staff with HOD and submission of MOM to Director. 25-29 Skill Training Program on OOP using C++(III IT)
	Total							11	11		
July 24	1	2	3	4	5	6	7	6	6		1-2 Display of Cyber Vidya generated Attendance of students and calling to Parents of students having attendance<75% (Coursewise) 1-2 Submission of 1st Cyber Vidya generated Provisional Detention List to DA 5-6 Workshop on Minor Project Development (III IT) 6 Cipher-Plays under Coding Club
	8	9	10	11	12	13	14	6	6		8-9 Meeting I of Teacher Guardians with students and submission of MoM to HoD and Dean Academics (DA) 8-9 CR Meeting I with HoD and Submission of MoM and Action Taken Report to DA 8-12 Workshop on Cloud Computing under Professor of Practice(Adjunct Faculty) (V Sem IT) 11-12 Conduction of TAE 1
	15	16	17	18	19	20	21	5	5	17-Mohram	15-16 Forum Installation-Cortex,Coding Club and Creativity Club 18-19 Entry of TAE1 Marks & submission of marks to HoD (Dept.)
	22	23	24	25	26	27	28	6	6		22-26 Skill Training Program on Data Analysis Tools (V Sem IT) 24 Industrial Visit 27 Tree Plantation under Forum
	29	30	31					3	3		29 Enigma Escape under Creativity Club 30-31 Monthly Students' feedback by HoD. 30-31 Meeting of staff with HOD and submission of MOM to Director.

	Total							26	26		*Guest Lectures to be conducted by NIT/IIT/Industry Experts
Aug 24				1	2	3	4	3	3		1-7 CAE I 1-2 Display of Cyber Vidya generated Attendance of students and calling to Parents of students having attendance<75% (Coursewise) 1-2 Submission of 2nd Cyber Vidya generated Provisional Detention List to DA 3-4 Review of Syllabus covered & Submission of Monthly Performance report and F4 Format to Dean Academics. 3-4 Internal Academic Audit-I 3 Minefield under Coding Club
	5	6	7	8	9	10	11	6	6		7-8 Faculty Feedback 1 (Th & Pr) (by feedback in charge) 8-9 Meeting II of Teacher Guardians with students and submission of MoM to HoD and Dean Academics (DA) 8-9 CR Meeting II with HoD and Submission of MoM and Action Taken Report to DA 9 MOU
	12	13	14	15	16	17	18	5	5	15-Independence Day	13 Glass Painting under Creativity Club 12-14 CAE I answer-sheet showing to students and submission of CAE I marks to DA through HoD (Dept)
	19	20	21	22	23	24	25	5	5	19-Raksha Bandhn	20-23 Workshop on Salesforce Technology under Professor of Practice(Adjunct Faculty) (III IT) 22-23 Conduction of TAE II 24 Snap Talk under Forum 24 Find-Me under Coding Club
	26	27	28	29	30	31		6	6		26 Best from Waste under Creativity Club 26 Industrial Visit 28-29 Entry of TAE1 Marks & submission of marks to HoD (Dept.) 29-30 Monthly Students' feedback by HoD. 30-31 Monthly Presentation of HOD's. 30-31 Meeting of staff with HOD and submission of MOM to Director.
	Total							25	25		*Guest Lectures to be conducted by NIT/IIT/Industry Experts
Sept. 24							1	-	-		
	2	3	4	5	6	7	8	5	5	7-Ganesh Chaturthi	5 Idolizing Ganesha under Creativity Club 2-3 Display of Cyber Vidya generated Attendance of students and calling to Parents of students having attendance<75% (Coursewise) 2-3 Submission of 3rd Cyber Vidya generated Provisional Detention List to DA 2-3 Review of Syllabus covered & Submission of Monthly Performance report and F4 Format to Dean Academics. 4-5 Internal Academic Audit-II
	9	10	11	12	13	14	15	5	5	11-Gauri Poojan	9-10 Meeting III of Teacher Guardians with students and submission of MoM to HoD and Dean Academics (DA) 9-10 CR Meeting III with HoD and Submission of MoM and Action Taken Report to DA 12-13 Faculty Feedback 2(Th & Pr) (by feedback in charge) 12-14 Sports Carnival 14 Don't Click under Coding Club
	16	17	18	19	20	21	22	5	5	16-Eid-E-Milad	17-28 Conduction of Open Book Tests by respective course faculties for students in detention list 18-20 21 TAE 3 conduction 19 Futsal under Forum Chess Tournament under Creativity Club
	23	24	25	26	27	28	29	5	5		24-25 Entry of TAE3 Marks & submission of marks to HoD (Dept.) 28-30 Monthly Presentation of HOD's. 28-30 Meeting of staff with HOD and submission of MOM to Director

											28-30 Monthly Students' feedback by HoD
	30							1	1		
	Total							**21**	**21**		***Guest Lectures to be conducted by NIT/IIT/Industry Experts** Internal End Sem Practical Exam (IEPE) (after completion of remaining 50% Experiments)
Oct. 24		1	2	3	4	5	6	4	4	**2- Mahatma Gandhi Jayanti**	1-8 CAE II 1-8 Make up classes 1-3 Display of Cyber Vidya generated Attendance of students and calling to Parents of students having attendance<75% (Coursewise) Submission of 4th Cyber Vidya generated Provisional Detention List to DA 3-4 Review of Syllabus covered & Submission of monthly Performance report and F4 Format to Dean Academics. 3-4 Internal Academic Audit-III 5 Fri-day Beta under Coding Club
	7	8	9	10	11	12	13	3	3	**12- Dushera**	7 MOU 9 Last Teaching Day 10-17 Preliminary Examination for students in detention 11 CAE II answer-sheet showing to students and submission of CAE II marks to DA through HoD (Dept)
	14	15	16	17	18	19	20				18-19 Submission of Final Detention List
	21	22	23	24	25	26	27				21-22 Submission of Cyber Vidya generated Internal Marks from DA to CoE
	28	29	30	31						**31-4- Diwali**	28-30 Commencement of External Practical Examination
	Total							**7**	**7**		***Guest Lectures to be conducted by NIT/IIT/Industry Experts.**
Nov. 24						1	2	3			
	4	5	6	7	8	9	10				6 Commencement of End Semester Examination Winter 2024
	11	12	13	14	15	16	17			**15- Gurunanak Jayanti**	
	18	19	20	21	22	23	24				
	25	26	27	28	29	30					
Dec 24							1				
	2	3	4	5	6	7	8				
	9	10	11	12	13	14	15				
	16	17	18	19	20	21	22				
	23	24	25	26	27	28	29				
	30	31									
Actual Teaching days / Total Working Days											**Commencement of Even Semester Classes-16th December 2024**

NOTE: Subject to changes as per the guidelines issued by competent authorities.

HOD IT 27/07/24 **Dean, Academics** 27/07/24 **Director**

cc:- E- Circulation:
1. **Hon'ble Director**
2. **Registrar**
3. **CoE**
4. **All Deans & Section In-charges**
5. **All HoDs**
6. **Faculty Members**
7. **Students**
8. **Institute Website**