

## SKITM- TECHNICAL CAMPUS, INDORE

### Detailed Academic Calendar for All Branches B.E. / B.Tech. [July, 2020 – Dec. 2020]


Sr. No.	Activity	Dates of Completion			
		VII - Semester	V - Semester	III - Semester	I - Semester
01	Announcement of Academic calendar and fee schedule to students on the last day of theory exam.	20 June 2020	20 June 2020	30 July 2020	Newly Admitted
02	Intimation to Parents about commencement of classes and Fee submission (By concerned Department through electronic media)	05 & 06 July 2020	05 & 06 July 2020	01 & 06 Aug 2020	-
03	Commencement of Semester Classes	15 July 2020	15 July 2020	23 Aug 2020	01 Nov 2020
04	Orientation / Induction (For I Semester)	01 Nov 2020			
05	Last date of registration	24 July 2020	24 July 2020	4 Sept 2020	
06	Registration status compilation	30 July 2020	30 July 2020	10 Sept 2020	
07	Action on non registered students (SMS, Letter, and Telephone calling to parents) and reminder of college fee due.	5 – 10 Sept 2020	5 – 10 Sept 2020	21 – 25 Sept 2020	
08	Display of First list of students who are likely to be detained and notify & Reminder of college fee due # 1	01 Oct. 2020	01 Oct. 2020	01 Oct. 2020	..
09	MST-I & Quiz-I (Schedule to be decided by respective Department)	12-16 Oct. 2020	12-16 Oct. 2020	8-13 Oct. 2020	11-15 Jan 2021
10	Students feedback-I (Teachers must improve on their weak points)	Along with MST-I			
11	Declaration of MST-I & Quiz-I Result	28 Oct. 2020	28 Oct. 2020	28 Oct. 2020	18 Jan 2021
12	Parents Teacher Meet (PTM)	To be decided by respective department.			
13	Display of Second list of students who are likely to be detained and notify & Reminder of college fee due # 2	30 Oct 2020	30 Oct 2020	30 Oct 2020	31 Jan 2021
14	Sports	To be decided at institute level.			
15	Display of Third list of students who are likely to be detained and notify & Reminder of college fee due # 3	19 Nov 2020	19 Nov 2020	09 Nov 2020	
16	MST-II & Quiz-II (Schedule to be decided by respective Department.)	23-27 Nov 2020	23-27 Nov 2020	8-13 Nov 2020	15-19 Feb 2021
17	Declaration of MST-II & Quiz-II Result	28 Nov. 2020	28 Nov. 2020	28 Nov. 2020	22 Feb 2021
18	Students feedback –II	Along with MST-II			
	Intimation to parents about the result of previous semester examination (SMS, Letter, Telephone call)	Within one week of declaration of result.			
20	Display of Fourth list of students who are likely to be detained and notify & Reminder of college fee due # 4	28 Nov. 2020	28 Nov. 2020	28 Nov. 2020	25 Feb 2021
21	Recommend the names of students whose exam forms are to be forwarded.	As per RGPV Schedule			
22	End of Teaching ( As per RGPV calendar)	28 Nov. 2020	28 Nov. 2020	10 Dec. 2020	25 Feb 2021
23	Conduction of supplement tests / Makeup Test (To be decided by respective Department; if required)	To be decided by respective department.			
24	Academic Activities	Respective departments may schedule the dates (as convenient) for the Conferences, Seminars, Workshops or Other Academic Activities like Industrial Visits, Trainings, FDPs etc. preferably on Working Saturdays only.			
25	Practical Work Evaluation	Subject Teachers MUST Follow continuous evaluation of Practical Work for their respective subjects, rather than final submission.			
26	Main Exams: Theory and Practical, and Marks uploading etc.	As per the Time Table/Dates declared by the RGPV, To be completed by respective Department			
27	Attendance should be compiled on 1 <sup>st</sup> and 16 <sup>th</sup> of every month by class coordinator and next day intimation to be given to the parents of the students who are having short attendance and like to be detained as per the norms. At the end of every unit an assignment should be given to the students. Total five assignments may be given for each subject.				

**IMPORTANT NOTE:**

Director  
Shivajirao Kadam Institute of Technology &

HEAD  
Department of Electronics And Communication  
Shivajirao Kadam Institute of Technology & Management Technical Campus  
Tillore Khurd, Ralamandal, INDORE (M.P.)

- (1) Expert lectures should be planned in scheduled lectures.
- (2) No student should roam outside other than lunch period. Teachers must enquire if they find anyone outside
- (3) Teachers must arrange their lecture before proceeding for any leave.
- (4) Warn students in the class itself who wear jeans and do not come in college uniform.
- (5) Mass bunk by the students must be taken very seriously by the department and strict action should be initiated by the HOD of the concerned department.
- (6) All the practical and lab work should be evaluated on the next turn with viva-voce to ensure continuous evaluation.
- (7) Non academic activity should be organized only in consultation with the principal.
- (8) Unit tests and extra assignments may be arranged as per subject requirement.
- (9) All faculty and staff members must be vigilant and alert to maintain Ragging Free Environment.

  
**HEAD**  
 Department of Electronics And Communication  
 Shivajirao Kadam Institute of Technology & MGMT-Technical Campus  
 Tiliore Khurd, Ralamandal, INDORE (M.P.)

S.No.		Name of the Faculty		Date	
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					
32					
33					
34					
35					
36					
37					
38					
39					
40					