

VIGNAN INSTITUTE OF TECHNOLOGY AND SCIENCE
Electronics & Instrumentation Engineering Department Academic Calendar
Academic Year 2016 - 2017 - I Semester

S.No	Event	Date	Person Responsible
1	Faculty Orientation Program	30/5/16 to 11/6/2016	HOD
2	Fine tuning of the Timetable	07-06-16	Mrs.P Prashanthi Reddy
3	Verifying the requirements (Stationary, attendance registers, chalks, dusters, roll list, syllabus copy time table etc)of the department for the next semester class work and distribution to the staff	10-06-16	HOD
4	Budget Submission for the next semester	10-06-16	HOD
5	Departmental Staff Meeting	10-06-16	HOD
6	All Faculty & Staff Meeting	10-06-16	HOD
7	Commencement of I Sem Class Work for B.Tech II, III & IV Year - I SEM	13-06-16	Class Coordinators
8	Ist spell of Instructions for covering I, II and half of III unit	13/6/16 to 6/8/16	Faculty
9	Faculty development program on Embedded systems	16/06/2016 to 20/06/2016	HOD
10	Unit-I to be completed for all years	02-07-16	class teachers
11	RAMZAN (ID-UL-FILTR)	06-07-16	
12	Letters to the students having < 75%	07-07-16	class teachers

13	Class Review Committee Meeting (IV Year)	15-07-16	HOD & class teachers
14	Class Review Committee Meeting (II Year)	18-07-16	HOD & class teachers
15	Class Review Committee Meeting (III Year)	18-07-16	HOD & class teachers
16	Sharing of oral feedback with faculty by HOD	18-07-16	HOD
17	Department meeting and Review of % of syllabus covered and necessary action	23-07-16	HOD & class teachers
18	Unit-II to be completed by	23-07-16	Faculty
19	Certification course on recent trends in SCADA	25/07/2016 to 30/07/2016	Mr.CH V B Aditya Kumar
20	1st Assignment test one unit	25/7/16 to 5/8/16	
21	Feedback collection and subsequent course of action by the Principal through HOD	30-07-16	Principal & HOD
22	Departmental Staff Meeting	30-07-16	HOD
23	BONALU	01-08-16	
24	Letters to the students having < 75%	06-08-16	class teachers
25	2 1/2 Units to be completed by	06-08-16	Faculty
26	1st Mid Examinations for B.Tech - II, III & IV Year - I Sem	8/8/16 to 13/8/16	Exam Section
27	Departmental Staff Meeting	13-08-16	HOD
28	INDEPENDENCE DAY	15-08-16	
29	2nd Spell of Instructions (Units 3 to 5)	16/08/2016 to 04/10/2016	

30	Lab internal - I for II, III & IV Year	16/8/16 to 23/8/16	Faculty
31	Class Review Committee Meeting (IV Year)	19-08-16	HOD & class Teachers
32	Class Review Committee Meeting (II Year)	20-08-16	HOD & class Teachers
33	Class Review Committee Meeting (III Year)	20-08-16	HOD & class Teachers
34	Submission of results & weak students list and subsequent course of	20-08-16	Class Teachers
35	Submission of weak students list to HOD based on performance in Mid test	22-08-16	Class Teachers
36	Sharing of oral feedback with faculty by HOD	22-08-16	HOD
37	SRI KRISHNASHTAMI	25-08-16	
38	Freshers Day Celebrations	27-08-16	Principal & HOD
39	Unit-III to be completed by	29-08-16	Faculty
40	VINAYAKA CHAVITHI	05-09-16	
41	Letters to the students having < 75%	07-09-16	Class Teachers
42	BAKRID (ID-UL-ZUHA)	12-09-16	
43	Unit-IV to be completed by	15-09-16	Faculty
44	Class Review Committee Meeting (IV Year)	16-09-16	HOD & class Teachers
45	Class Review Committee Meeting (II Year)	17-09-16	HOD & class Teachers
46	Class Review Committee Meeting (III Year)	17-09-16	HOD & class Teachers

47	Plan for Remedial classes	17-09-16	HOD & class Teachers
48	Department meeting and Review of % of syllabus covered	24-09-16	HOD
49	Feedback collection and subsequent course of action by the Principal	28-09-16	Principal & HOD
50	BATHUKAMMA	30-09-16	
51	GANDHI JAYANTHI	02-10-16	
52	DUSSEHRA HOLIDAYS	5/10/16 to 11/10/16	
53	MUHARRAM	12-10-16	
54	Industrial visit to Analytica Anacon India	21-10-16	Mr. B Rajesh
55	Revision/Remedial classes	24/10/16 to 03/11/16	Faculty
56	2nd Assignment test 3rd unit half and any one from 4th or 5th unit	24/10/16 to 03/11/16	
57	Mini Project Exhibition	29-10-16	Mrs.A Jhansi Rani
58	Departmental Staff Meeting	04-11-16	HOD
59	II Mid Examinations for II, III & IV Year B.Tech - I Sem	04/11/16 to 10/11/16	Exam Section
60	Preparations & Practical's for II, III & IV Year B.Tech - I Sem	11/11/16 to 17/11/16	
61	End Semester Examinations for B.Tech II, III & IV Year - I Sem	18/11/16 to 1/12/16	
62	Subject Allocation for next semester	12-11-16	HOD
63	Time table finalization for II semester	20-11-16	Mrs.P Prashanthi Reddy
64	Vocational Education Training on Micro controller programming	28/11/2016 to 03/12/2016	Mrs.P Prashanthi Reddy

65	Verifying the requirements (Stationary, attendance registers, chalks, dusters, roll list, syllabus copy time table etc)of the department for the next semester class work and distribution to the staff	25-12-16	HOD
66	Faculty Orientation Program	18/11/16 to 1/12/16	HOD
67	Departmental Staff Meeting	30-11-16	HOD
68	Commencement of II, III & IV Year - II Sem Class Work 2016-16	02-12-16	

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Academic Year 2016 - 2017 - IISemester

S.No	Event	Date	Person Responsible
1	Faculty Orientation Program for new staff	20.12.16 to 27.12.16	HOD
2	Time table finalization for II semester	27.12.16	Mrs. P Prashanthi Reddy
3	Verifying the requirements (Stationary, attendance registers, chalks, dusters, roll list, syllabus copy time table etc)of the department for the next semester class work and distribution to the staff	28.12.16	HOD
4	Departmental Staff Meeting	28.12.16	HOD
5	All Faculty & Staff Meeting	29.12.16	Principal & HOD
6	Commencement of II, III & IV Year - II Sem Class Work 2015-16	03.01.17	Faculty
7	Microschedule to be submitted by Faculty	03.01.17	Faculty
8	Ist spell of Instructions for covering I to IV units for B.Tech II, III & IV - II Sem	03.01.17 to 04.03.17	Faculty

9	Faculty development program on pedagogy for effective use of ICT in engineering education	5.1.2017 to 31.1.2017	.K.Prem sagarand Mr B.Raje
10	Last date for II Semester Course files completion	10.01.17	Faculty
11	Unit 1 to be completed	31.01.17	Faculty
12	Last Date for Submissionof Report & Execution of Final Year Mini-Project	31.01.17	IV Year Class Incharge
13	Last date for Subject Notes and File Completion	23.01.17	Faculty
14	Last date for submission of Final Year Project Abstracts	02.02.17	IV Year Class Incharge
15	Unit 2 to be completed	22.02.17	Faculty
16	Departmental Staff Meeting	23.02.17	HOD
17	Class Review Committee Meeting (II, III & IV Year)	23.02.17	HOD & Class Teachers
18	Certification course on advanced applications in chromatography	23.2.2017 to 28.2.2017	Mrs.K.Padmavathi
19	MAHA SHIVARATHRI	25.02.2017	
20	Unit 3 to be completed	03.03.17	Faculty
21	Feedback collection and subsequent course of action by the Principal through HOD	03.03.17	HOD
22	Ist Mid Examinations for B.Tech – II, III & IV Year – II Sem	06.03.17 to 8/3/2017	Examination Section
23	Lab internal – I	09.03.17 to 11/3/2017	Concerned Faculty
24	Commencement of 2 nd Spell of Instruction	09.03.17	Faculty
25	HOLI	13.03.2017	
26	Submission of I Mid term Exam Marks to University on or before	15.03.217	Faculty

27	Industrial Visit to Nagarjuna sagar left canal power house	3/17/2017	Mrs K.Padmavathi and Mr B.Rajesh
28	Parent Teachers Meeting	18.03.2017	HOD & Class Teachers
29	Unit 3 to be completed	27.03.17	Faculty
30	UGADI	29.03.17	
31	SRI RAMA NAVAMI	04.04.17	
32	BABU JAGJIVANRAM JAYANTHI	05.04.2017	
33	Unit 4 to be completed	07.04.2017	Faculty
34	Department meeting and Review of % of syllabus covered and necessary action	09.04.2017	HOD
35	GOOD FRIDAY & Dr. AMBEDKAR JAYANTI	14.04.2017	
36	Last Date to complete the syllabus	27.04.2017	Faculty
37	Final Year project - Final Review, Progress report & Draft copy Submission	27.04.17	IV Year Class Incharge
38	Revision classes & II Lab Internals	28.04.2017 to 08.05.2017	Concerned Faculty
39	Departmental Staff Meeting	28.04.2017	HOD
40	End of Second spell of Instruction	09.05.17	Faculty
41	II Mid Examinations for II, III & IV Year B.Tech - II Sem	10.05.17 to 12.5.2017	Examination Section
42	Preparations & Practical's for II, III & IV Year B.Tech - II Sem	15.05.17 to 20.5.2017	
43	Submission of II Mid term Exam Marks to University on or before	20.05.217	Faculty
44	End Semester Examinations for B.Tech II, III & IV Year - II Sem	22.05.17 to 05.6.17	Examination Section
45	Vocational education training on intricate knowledge of circuit design	1/6/2017 to 6/6/2017	Mrs.P.Prashanthi Reddy

46	Summer Vacation	06.06.17 to 1.7.2017	
47	Departmental Staff Meeting	03.06.17	HOD
48	Commencement of II, III & IV Year - I Sem Class Work 2017 - 18	03.07.17	Faculty

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