

VIGNAN INSTITUTE OF TECHNOLOGY AND SCIENCE
Electronics & Instrumentation Engineering Department Academic Calendar
Academic Year 2017 - 2018 - I Semester

S.No	Event	Date	Person Responsible
1	Faculty Subject Options submission	01/05/2017	HOD
2	Subjects Finalization	08/05/2017	HOD
3	CRT for Final year students	03/7/2017 to 14/7/2017	T & P I/C
4	Faculty Orientation Program	2/6/17 to 16/6/2017	HOD
6	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	25/06/2017	HOD
7	Faculty development program on Labview used in multidisciplinary	25/6/2017 to 30/6/2017	HOD
8	Fine tuning of the Timetable	07/07/2017	HOD
9	Budget Submission for the next semester	07/07/2017	HOD
10	Departmental Staff Meeting	10/07/2017	HOD
11	All Faculty & Staff Meeting	10/07/2017	Principal
12	Commencement of I Sem Class Work for B.Tech II, III & IV Year - I Sem	12/07/2017	Class Coordinators
13	Ist spell of Instructions for covering I, II and half of III unit	12/7/17 to 5/9/17	Faculty

14	Intiation of Innovative Projects	16/07/2017	Mr. K.Prem Sagar
15	Certification course on ROBOTICS and Automation	17/7/2017 to 22/7/2017	Mr. K.Prem Sagar
16	BONNALU	17/07/2017	
17	Mini-project abstract submission	18/07/2017	Mrs. A Jhansi Rani
18	First Year Orientation Program	19/07/2017	Ist year HOD
19	Unit-I to be completed for all years	02/08/2017	HOD
20	Class Review Committee Meeting (IV Year)	10/08/2017	class teachers
22	Department meeting and Review of % of syllabus covered and necessary action	11/08/2017	HOD
24	SRI KRISHNASHTAMI	14/08/2017	
26	INDEPENDENCE DAY	15/08/2017	
29	Unit-II to be completed by	23/08/2017	Faculty
30	Class Review Committee Meeting (III Year)	24/08/2017	class teachers
31	VINAYAKA CHAVITHI	25/08/2017	
32	Mini-project Review -1 for Final years	26/08/2017	Mrs. A Jhansi Rani
33	Sharing of oral feedback with faculty by HOD	26/08/2017	HOD
34	Guest lecture on VLSI	26/08/2017	HOD
35	Feedback collection and subsequent course of action by the Principal through HOD	31/08/2017	Princip & HOD
36	21/2 Units to be completed by	01/09/2017	Faculty

37	Freshers Day Celebrations	01/09/2017	Principal
38	BAKRID (ID-UL-ZUHA)	02/09/2017	
39	Ist Mid Examinations for B.Tech - II, III & IV Year - I Sem	6/9/17 to 8/9/17	Exam Section
40	2nd Spell of Instructions (Units 3 to 5)	9/09/2017 to 07/11/2017	Faculty
41	Lab internal - I for II, III & IV Year	11/9/17 to 23/9/17	Faculty
42	Class Review Committee Meeting (IV Year)	14/09/2017	HOD & class teachers
43	Class Review Committee Meeting (II Year)	14/09/2017	HOD & class teachers
44	Submission of results & weak students list and subsequent course of action based on performance in Mid test	15/09/2017	class teachers
45	Engineer's Day Celebration	15/09/2017	HOD
46	Class Review Committee Meeting (III Year)	21/09/2017	HOD & class teachers
47	Industrial visit to Analytica Anacon India	22/09/2017	Mr.B Rajesh
48	Sharing of oral feedback with faculty by HOD	22/09/2017	HOD
49	Unit-III to be completed by	23/09/2017	faculty
50	Feedback collection and subsequent course of action by the Principal through HOD	23/09/2017	HOD
51	Mini Project Review-2 for final year students	23/09/2017	Mrs.A Jhansi Rani
52	DUSSEHRA HOLIDAYS	25/9/17 to 30/9/17	Mr. K.Prem Sagar
53	GANDHI JAYANTHI	02/10/2017	
54	Plan for Remedial classes	03/10/2017	faculty
55	Class Review Committee Meeting (IV Year)	05/10/2017	HOD

56	Mini Project Review-2 for final year students	07/10/2017	HOD
57	Class Review Committee Meeting (II Year)	12/10/2017	HOD & class teachers
58	Unit-IV to be completed by	14/10/2017	faculty
59	Parents Teachers Meeting proposed by JNTUH	14/10/2017	Exam Section
60	Class Review Committee Meeting (III Year)	19/10/2017	HOD & class teachers
61	Department meeting and Review of % of syllabus covered and necessary action	20/10/2017	HOD
62	Major Project Abstract submission	21/10/2017	Mrs. K Padmavathi
63	Last Date to complete the syllabus	28/10/2017	Faculty
64	Revision/Remedial classes and Prefinals	30/10/17 to 07/11/17	HOD & class teachers
65	II Mid Examinations for II, III & IV Year B.Tech - I Sem	08/11/17 to 10/11/17	Exam Section
67	Preparations & Practical's for II, III & IV Year B.Tech - I Sem	11/11/17 to 18/11/17	HOD
68	Mini Project Exhibition	13/11/2017	Mrs.A Jhansi Rani
69	II Mid Examinations results submission and analysis	13/11/2017	Faculty
70	Subject Allocation for next semester	07/12/2017	HOD
71	End Semester Examinations for B.Tech II, III & IV Year - I Sem and Supplementary exmas	20/11/17 to 12/12/17	Exam Section
72	Faculty orientation program	20/11/17 to 30/11/17	HOD
73	vocational education training on LABVIEW	27/11/2017 to 2/12/2017	Mrs. P Prashanthi
74	Time table finalization for II semester	30/11/2017	Mrs. P Prashanthi

75	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	01/12/2017	HOD
76	Faculty Orientation Program	01/12/17 to 11/12/17	HOD
77	Departmental Staff Meeting	12/12/2017	HOD
79	Commencement of II, III & IV Year - II Sem Class Work 2017-18	13/12/2017	

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S.No	Event	Date	Person Responsible
1	Subject Options Submission	12/3/2017	HOD
2	Subjects Finalizing	12/5/2017	HOD
3	Major Project Guide Allocation	12/8/2017	HOD
4	Faculty Orientation Program	4/12/2017 to 9/12/17	HOD
5	Time table fine tuning	12/9/2017	Mrs. P Prashanthi Reddy
6	Verifying the Requirements(Stationary, Attendance registers,chalks, dusters, roll list.	12/9/2017	HOD
7	Department Staff Meeting	12/11/2017	HOD
8	Faculty & Staff-Principal sir meet	12/12/2017	Principal & HOD
9	Commencement of classwork	12/14/2017	Faculty

10	1st spell of instructions to cover 1 to 2 1/2 Units	14/12/2017 to 6/2/2018	Faculty
11	Certification course on Gas Chromatography	18/12/2017 to 23/12/2017	Mr. K Padmavathi
12	CHRISTMAS	12/25/2017	
13	BOXING DAY	12/26/2017	
14	Final year Major Projects abstract Review	27/12/2017 to 28/12/2017	Mr. B Rajesh
15	NEW YEAR	1/1/2018	
16	Class Review Committee Meeting -1(II,III&IV Years)	4/1/2018 to 6/1/2018	HOD & Class Teachers
17	Student Feedback spell-1 by HOD	12/27/2017	HOD
18	1st Unit to be completed by	1/6/2018	Faculty
20	Submission of weak students list -subject wise	1/12/2018	Class Teachers
21	BHOGI	1/13/2018	
22	2nd Unit to be completed by	1/25/2018	Faculty
23	REPUBLIC DAY	1/26/2018	
24	Faculty development program on PLC,SCADA	29/1/2018 to 3/2/2018	
25	2 1/2 Unit to be completed by	1/31/2018	Faculty
26	Revision for Mid-I	1/2/2018 to 6/2/2018	Faculty
27	1st mid Exams	7/2/2018 to 9/2/2018	Exam Section
28	Major Project Review- 1 (Analysis, Deisgn)	22/1/2018 to 26/1/2018	Mr. B Rajesh
29	2nd Spell of Instructions	12/2/2018 to 7/4/2018	

30	MAHA SHIVARATHRI	2/13/2018	
31	Submission of 1st Mid Exam marks to Exam cell	2/15/2018	Faculty
32	Lab internal Exam-1	12/2/2018 to 17/2/2018	
33	Completion of Unit-3 by	2/20/2017	Faculty
34	Submission of Mid-1 Analysis & weak students list	2/17/2018	Faculty
35	Class Review Committee Meeting -2	2/20/2018	HOD & Class Teachers
36	Major Project Review- 2 (Implementation)	26/2/2018 to 3/3/2018	Mr. B Rajesh
37	Completion of Unit-4 by	3/15/2018	Faculty
38	Remedial classes planning by	3/15/2018	HOD & Class Teachers
39	Parent Teacher Meet	3/10/2018	Faculty
40	Industrial visit to Nagarjuna sagar left canal power house	3/17/2018	Mr. K Prem Sagar
41	UGADI	3/18/2018	
42	Completion of Unit-5 by	3/24/2018	Faculty
43	Remedial classes schedule	20/3/2018 to 3/3/2018	HOD
44	Lab internal Exam-2	23/3/2018 to 28/3/2018	Faculty
45	Major project Review-3 (final Execution)	26/3/2018 to 29/3/2018	Mr.B Rajesh
46	GOOD FRIDAY	3/30/2018	
47	Second Mid Exams	4/4/2018 tpo 7/4/2018	Exam Section
48	BABU JAGJEEVAN RAM JAYANTHI	4/5/2018	

49	Farewell for Final year students	4/8/2018	HOD
50	Subject Allocation for next Sem	4/25/2018	HOD
51	Mid-2 Marks submission	4/13/2018	Faculty
52	Preparation Holidays & Practical Exams	9/4/2018 to 14/4/2018	
53	DR.AMBEDKAR JAYANTHI	4/14/2018	
54	End Semester & Supplementary Exams	16/4/2018 to 7/5/2018	
55	Vocational Education Traing on Robotics	28/5/2018 to 2/6/2018	Mrs. P Prashanthi Reddy
56	Summer Vacation	8/5/2018 to 7/7/2018	
57	Subject allocation options to the faculty	6/5/2018	HOD
58	Subject Allocation for next semester	6/9/2018	HOD
59	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	6/13/2018	HOD
60	Faculty Orientation Program	15/6/2018 to 21/6/2018	HOD
61	Departmental Staff Meeting	6/22/2018	HOD
62	Commencement of II, III & IV Year - I Sem Class Work 2018-19	7/8/2018	