



**Fr. C. Rodrigues Institute of Technology, Vashi,
Navi-Mumbai**

**Department of Mechanical Engineering
Department Academic & Other Activities Calendar for SE, TE, and BE
SH-2023**

S.N.	A. Term Outline & Academic Activities	Duration/Date
1	1 st DWC Meeting	01-Jul-23
2	Teacher's Orientation Program	04-Jul-23
3	Commencement of the Classes (TE & BE)	10-Jul-23
4	Commencement of the Classes (SE)	17-Jul-23
5	Mini Project-1A Progress Presentation (Second Year Students) (Topic finalization)	26-Jul-23
6	Project Presentation (Topic finalization)	27-Jul-23
7	Mini Project-2A Progress Presentation (Third Year Students) (Topic finalization)	28-Jul-23
8	Revision /Remedial Classes	31-Jul-23 to 04-Aug-23
9	Assignment Test-1 for Semesters III, V, & VII	8, 9,10,11, &14 Aug-23
10	Audit of IA-1 Question Paper	10-Aug-23
11	Submission of IA-1 Question Paper	11-Aug-23
12	Mini Project-1A Progress Presentation (Second Year Students)	16-Aug-23
13	Project Presentation- I (Final Year Students)	17-Aug-23
14	2 nd DWC Meeting	19-Aug-23
15	Internal Assessment Test-01	19, 21, and 22 Aug-23
16	Mini Project-2A Progress Presentation – I (Third Year Students)	25-Aug-23
17	Revision /Remedial Classes	28-Aug-23 to 01-Sep-23
18	Assignment Test-2 for Semesters III, V, & VII	04-Sep-23 to 11-Sep-23
19	IA KT Examination (Those students who failed in IA exam in the previous semester)	05-Sep-23 to 12-Sep-23
20	Audit of IA-2 Question Paper	16-Sep-23
21	Submission of IA -2 Question Paper	18-Sep-23
22	Mid-term Break	19-Sep-23 to 24-Sep-23 (Ganpati Festival)
23	Internal Assessment Test-02	29, 30 and 03-Oct-23



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24	Project Presentation-II (Final Year Students)	05-Oct-23
25	Mini Project-2A Progress Presentation – II (Third Year Students)	06-Oct-23
26	Audit of Prelim Question Paper	06-Oct-23
27	Submission of Prelim Question Paper	07-Oct-23
28	Last day of Instruction	10-Oct-23 (Tuesday)
29	3 rd DWC Meeting	10-Oct-23
30	Mini Project-1A Progress Presentation – II (Second Year Students)	11-Oct-23
31	Revision/Remedial Classes	11-Oct-23 to 13-Oct-23
32	Preliminary Examination	16-Oct-23 to 21-Oct-23
33	Re-prelims+ Additional IA Test (IA test for those students who were 'AB' for IA examination this semester either because of involvement in Sports activity University level or valid medical reason)	23-Oct-23 to 26-Oct-23
34	1st round of Submission	25-Oct-23
35	2nd round of Submission	27-Oct-23
36	Term End	31-Oct-23
37	Oral/Practical Examination	01-Nov-23 to 10-Nov-23
38	Winter Vacation Start Date for Eligible Teachers	01-Nov-23
39	Joining Date After Winter Vacation for Teachers	27-Dec-23 (Wednesday)
40	Commencement of Classes for Next Semester	08-Jan-24 (Monday)
41	Teacher's Orientation Program	Within 1-week before beginning of the next semester
42	Internship for Students	After their ESE till 06 th Jan 2024. NOTE: The last date for the internship will get preponed depending on Training Program Schedule arranged by TPO.
43	University Theory Examination	Schedule Awaited from Mumbai University



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S.N.	B. Other Activity	Duration/Date
1	Placement Training Program	01-08 July 2023 + SE and BE Students: Every Saturday from 02 to 04 pm; TE Students: Every Saturday from 09 am to 04 pm.
2	Department staff meeting	06-Jul-23
3	1st round of students' mentoring (Interaction to be recorded in the mentoring form)	17-Jul-23 to 21-Jul-23
4	The first meeting of class teachers with mentors	24-Jul-23
5	1 st Online Feedback on Teaching-Learning Process	24-Jul-23 to 28-Jul-23
6	The first meeting of class teachers with HOD	25-Jul-23
7	Parent-Teacher Interaction - SH-2023	05-Aug 2023
8	Goa Industrial Visit for BE Students	23-Aug-23 to 27-Aug-23
9	SYNERGY	02-Sep-23
10	2 nd Round of Student Mentoring	04-Sep-23 to 08-Sep-23
11	The second meeting of class teachers with mentors	11-Sep-23
12	The second meeting of class teachers with HOD	12-Sep-23
13	Cultural & Sports Events	13-Sep-23 to 15-Sep-23 (FACES)
14	Online Feedback (2nd Feedback on Teaching-Learning Process, Extracurricular, Facilities & Course Exit Survey)	04-Oct-23 to 09-Oct-23
15	3rd round of students' mentoring (Interaction to be recorded in the mentoring form)	05-Oct-23 to 10-Oct-23
16	IQAC Meeting	1) IQAC internal meeting on 07 November 2023 (Tuesday) 2) IQAC meeting on 06 January 2024 (Saturday)
17	Updating NBA/NAAC Work (Proofs/Format)	Before Vacation Begins (It should be regular activity)
18	Fresher's Party	On one of the days during FACES




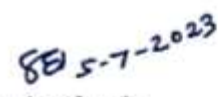
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19	DQAC Audit	On one of the days from 27 December 2023 to 06 January 2024 (All the teachers of the department must be available)
20	Felicitation of Rank Holders (Based on 2022-23 results)	To be decided (On one of the Saturdays from 4.30 pm onward)
21	Attendance Monitoring Committee Meeting at Institute Level: NOTE: a) Attendance & Academic record till one day before the meeting date to be prepared. b) Parents may be called from 11 September 2023 onward. c) On 31 October 2023 a final decision about the acceptance or rejection of TW will be taken. d) Attendance Monitoring Committee Meeting at the Department level should be conducted once every 2 weeks.	11 August 2023 11 September 2023 10 October 2023 31 October 2023

Note:

1. During 1st week of the term laboratory classes should be converted into theory classes
2. Faculty should be present throughout the 1st and 2nd rounds of the submission period and during NAAC/NBA format/proof updating work.


Head of the Department
 Department of Mechanical Engg.


Dean Academic,
 FCRIT, Vashi