

**Fr. C. Rodrigues Institute of Technology, Vashi,  
Navi-Mumbai****Department of Computer Engineering  
Department Academic & Other Activities Calendar for SE, TE and BE  
FH-2024**

<b>A. Term Outline &amp; Academic Activities</b>		
<b>S.N</b>	<b>Activity</b>	<b>Duration/Date</b>
01.	Teachers Orientation Program	05 January 2024 (FH-24)
02.	Teaching Plan submission	06 January 2024
03.	Start of the Term	a.08 January 2024 (FE, SE, & TE) b.15 January 2024 (BE)
04.	Remedial-1	15 January 2024 to 15 February 2024
05.	Mini-project evaluation/ presentation-1 TE	22 January 2024
06.	Major Project evaluation/Presentation-1 BE	24 January 2024
07.	Mini-project evaluation/ presentation-1 SE	03 February 2024
08.	Expert Lecture	03 February 2024 to 23 March 2024
09.	Journal submission Stage-1	05 February 2024 to 09 February 2024
10.	Assignment Test- 1	07 February 2024 to 15 February 2024
11.	IA-1	17,20,21 February 2024
12.	Remedial-2	26 February 2024 to 26 March 2024
13.	Mini-project evaluation/ presentation-2 TE	26 February 2024
14.	Major Project evaluation/Presentation-2 BE	28 February 2024
15.	Mini-project evaluation/ presentation-2 SE	02 March 2024
16.	Journal submission Stage-2	04 March 2024 to 08 March 2024
17.	P^CUBE	06 March 2024
18.	Assignment Test- 2	18 March 2024 to 26 March 2024
19.	IA KT Examination (Those students who failed in IA exam in previous semester)	18-22 March 2024
20.	IA-2	28, 30 March, & 01 April 2024
21.	Last day of Instruction	02 April 2024
22.	Mini Project (SE, TE) and Major Project (BE) Guide Evaluation	02 April 2024 to 05 April 2024 (After 3:30pm)
23.	Revision Classes	03, 04, 05 April 2024
24.	Preliminary Examination	06 to 16 April 2024
25.	Re-prelims+ Additional IA Test (Additional IA test for those students who were 'AB' for IA exam. in this semester either because of involvement in Sports activity at the University level or valid medical reason)	18-20 April 2024



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26.	Submission	22 April 2024
27.	Term End	23 April 2024
28.	Oral/ Practical Examination	24 April 2024 to 02 May 2024
29.	Theory Examination	As per MU schedule
30.	Internship for Students	After the ESE till 06 July 2024
31.	Teachers Orientation Program	With in one week before beginning of the next semester (SH-24)
32.	Commencement of Classes for Next Semester	15 July 2024
<b>B. Other Activity</b>		
<b>S.N</b>	<b>Activity</b>	<b>Duration/Date</b>
01	IQAC meeting	a. With External & Internal Members: 06-01-2024 at 2:30pm b. With Only Internal Members: 03-05-2024 at 9:30 am c. With External & Internal Members: 06-07-2024 at 9:30 am
02	DQAC Audit	02 January 2024 (SH-23)
03	Placement Training Program	SE and BE students: Every Saturday- 02:00-04:00 pm; TE students Every Saturday: 09:00 am-04:00 pm.
04	STTP on "Gray Box Probing Generative AI"	08 January 2024 to 13 January 2024
05	Value added Course "Document Processing in Latex"	15 January 2024 to 14 February 2024
06	Industrial Visit (SE & TE)	22 January 2024 to 09 March 2024
07	DAB Meeting	03 February 2024
08	Parent Teacher Interaction	02 March 2024
09	1 <sup>st</sup> round of students mentoring (Interaction to be recorded in the mentoring form)	15-20 January 2024
10	Class teachers and Mentors Meeting with HOD-I	22-27 January 2024
11	2 <sup>nd</sup> round of students' mentoring	23-29 February 2024
12	Class teachers and Mentors Meeting with HOD-II	01 February to 03 February 2024
13	3 <sup>rd</sup> round of student mentoring (Interaction to be recorded in the mentoring form)	18-22 March 2024
14	Class teachers and Mentors Meeting with HOD-III	26 March to 28 March 2024
15	1st Feedback on Teaching-Learning Process	29 January to 03 February 2024
16	Online Feedback (2nd Feedback on teaching-Learning Process, Extracurricular, Facilities & Course Exit Survey)	18 to 22 March 2024
17	Certificate Distribution Ceremony for 2023 Passed	After receiving the certificates from



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	Out Batch	the MU
18	CSI activity	02 March 2024
19	ETAMAX/Cultural & Sports Events	14-16 March 2024
20	Best Project evaluation	05 April 2024
21	Send –off party of BE students	02 April 2024
22	DQAC Audit	Before 01 July 2024 (All the teachers of the department must be available)
23	IQAC Audit	02-04 July 2024 (All the teachers of the department must be available)
24	Course File Audit	a. 11-16 March 2024 b. 03-10 May 2024
25	Updating NBA/NAAC Work(Proofs/Format)	It Should be a Continuous Process and Must Get Over Before Vacation Begins
26	Attendance Monitoring Committee (AMC) Meeting at Institute Level: <b>NOTE:</b> a) Attendance & Academic record till one day before the meeting date to be prepared. b) Parents may be called for each of the AMC meeting. c) On the last AMC meeting 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.	a. 03 February 2024 b. 02 March 2024 c. 02 April 2024 (afternoon) d. 23 April 2024

**Note:**

1. During the 1st week of the term laboratory classes should be converted into theory classes
2. Faculty should be present throughout the submission period and during DQAC/IQAC Audits.

*M. Kiruthika*

**Head of the Department**  
Department of Computer Engg.

*8E 10-01-2024*

**Dean Academic,**  
FCRIT, Vashi