Report of Activities
and further plan of action

Department of Electronics & Telecommunication Engineering

Academic activities conducted in Department of E & TC Engineering during Covid-19 Pandemic

➤ Conducted online lectures Using Zoom meetings

Summary of Online lectures

Class	No. of lectures conducted till 14th April	No. of lectures conducted from 15th April to 2nd May 20	Total (2nd April to 2nd May)
BE E&TC	36	42	78
TE E&TC	18	48	66
SE E&TC	32	54	86
BE ELTX	36	45	81
TE ELTX	24	38	62
SE ELTX	24	38	62
Total	**170**	**265**	**435**

Academic activities conducted in Department of E & TC Engineering during Covid-19 Pandemic

➤ Faculty members prepared video lectures and uploaded on YouTube

Summary of Video lectures

No. of videos prepared till 31st March	No. of videos prepared from 1st April to 2nd May 20	Total (2nd April to 2nd May)
96	50	146

➤ Faculty members posted study material on the Google classrooms

➤ Faculty members Prepared PPTs for Unit 4, 5 & 6 and shared with students.

➤ Prof. Dr. D. M. Chandwadkar, HoD of E&TC Dept. registered our institute for free access to Coursera and got free subscription for 2000 students. These courses are made freely available to all students and staff of the institute.

➤ Many students have taken the advantage of this and completed the certificate courses with good score.

➤ Faculty members have prepared MCQs of their respective subjects on all units and taken technical feedback to check understanding of topics through google quiz.

Academic activities conducted in Department of E & TC Engineering during Covid-19 Pandemic

➢ Online review meetings were arranged for:

> ➢ Final year project progress and guiding students for completion of the same
> ➢ Mini project progress and guiding students for completion of the same
> ➢ Project Based Learning (PBL) progress and guiding students for completion of the same
> ➢ Checking of project reports and giving suggestions
> ➢ BE project topic finalization

> ➢ To take review of online lectures
> ➢ Class wise students meetings for taking feedback of academic activities during lock down
> ➢ Subject wise students meetings to solve personal difficulties regarding completion and submission
> ➢ Review meeting of FE-E & K Div
> ➢ Parents' meetings

Academic activities conducted in Department of E & TC Engineering during Covid-19 Pandemic

- ➤ Online Submission through ERP module of institute
    - Students uploaded their
        - ➤ lab experiment writeups
        - ➤ Assignments
        - ➤ Project reports

- ➤ Grade sheets for all submitted writeups, assignments and quiz were prepared by faculty and shared with students 2 days before finalization of grades and students were given time for any grievances. Grievances on one to one basis were solved by faculty and grade sheets were finalized

- ➤ During the vacations (15th May onwards) some online training activities such as webinars are planned for students and faculty members.

Academic Activity : First Term of AY 2020-21

➢ Ready for both modes of Teaching, Learning and Evaluation

➢ Lectures can be in classrooms or online depending on situation

➢ Practical will be conducted in small batches of students. Videos of experiments will be prepared. Virtual Labs will be used. Schedule of practical will be mostly as per students' convenience.

➢ Your suggestions are welcome!

➢ Please fill out the Google form provided so that we will know more from you and can plan the sessions accordingly.

Academic Activity Chart (May to July 20)

Students	May (Submission)				June (Preparation Leave)					July (Examination)			
	Week1	Week2	Week3 (20 May)	Week4 (29 May)	Week1 (5 June)	Week2 (12 June)	Week3 (19 June)	Week4 (26 June)	Week1 (3 July)	Week2 (10 July)	Week3 (17 July)	Week4 (24 July)
Faculty	Submission		Course Handout preparation	Theory e-Content preparation						Practicals e-Content preparation		
	Completion of Internal assessment	TW finalization & Submission of marklist		**Unit1**	**Unit2**	**Unit3**	**Unit4**	**Unit5**	**Unit6**	1 to 4	5 to 8	Mapping of e Content with course handout (per lecture)
	UG Project report checking	UG Project submission		PPTs	PPTs	PPTs	PPTs	PPTs	PPTs	Video using virtual lab/ PPT	Video using virtual lab/ PPT	
	Mini Project report checking	Miniproject report submission		Videos (min 6)	Videos (min 6)	Videos (min 6)	Videos (min 6)	Videos (min 6)	Videos (min 6)	Modified Writeups	Modified Writeups	
	PBL review	PBL report submission		MCQ Google Quiz	MCQ Google Quiz	MCQ Google Quiz	MCQ Google Quiz	MCQ Google Quiz	MCQ Google Quiz			
				Checking of E content by respective Module coordinator **30 May**	Checking of E content by respective Module coordinator **6 June**	Checking of E content by respective Module coordinator **13 June**	Checking of E content by respective Module coordinator **20 June**	Checking of E content by respective Module coordinator **27 June**	Checking of E content by respective Module coordinator **4July**	Checking of E content by respective Module coordinator **11 July**	Checking of E content by respective Module coordinator **18 July**	

Action Taken Report

Activity	Action Taken
Mini Project (TE) and major project (BE) – report submission	• Total Number of project reports report submitted till 16th May • BE E&TC: 24 out of 27 • BE Electronics 23 out of 23 • TE E&TC:24 out of 24 • TE Electronics: 20 out of 21
Exam preparation of students of all classes, MCQ, subjective etc as per University guidelines	• MCQs are prepared for all units of all subjects as per SPPU guidelines • 1 Quiz of at least 25 MCQ per unit (6 Quiz per subject) was conducted for all subjects
Next semester timetable	• Next semester workload distribution is done and timetable preparation is in process

Action Taken Report

Activity	Action Taken
TE project group identification and deciding Electives	• BE Project groups are formed. • Elective subjects are decided • Project topics are finalized for BE E&TC and it is in progress for BE Electronics
Institute has applied for autonomy. Autonomy syllabus:	• Syllabus Structure for autonomous courses is ready. The subjects allotment is done and teachers are preparing detailed syllabus.
Scheme for staff up-gradation for at least one month	• Every staff will prepare at least one research paper • Every research group will prepare one research proposal • Every staff should complete at least two Coursera courses related to emerging areas

Action Taken Report

Activity	Action Taken
Webinar for staff and students	• **Webinar Series on Automation using Electronic Systems by MATHWORKS experts** Dates: 26/5/2020 to 27/5/2020
Webinar for Industry Professionals	• **Technical webinar series on Opportunities for E&TC Engineers in various sectors** Dates: First week of June
Webinar Series for students	• **Webinar Series on Career opportunities for E&TC students** Dates: First / Second week of June

Thank You!