



St. Martin's Engineering College

Dhulapally, Secunderabad-500 100

Strategic Perspective Plan for the Year 2018-19

S. No	Month	Tentative Date	Plan	Unit	Strategy	Details
1.	July	06-07-2018	Maintenance	100 Computer Systems	Strategy	To check and rectify the Computer and Network.
2	Aug.	10-08-2018	TASK Programs	100 Computer Systems	Strategy	To conduct TASK online examination.
3	Sept.	07-09-2018	Online Exams for Placement,	100 Computer Systems	Strategy	To perform online examination during Campus drive.
4	Oct.	12-10-2018	Aptitude Tests	100 Computer Systems	Strategy	To conduct aptitude test for Pre-placement drive.
5	Nov.	09-11-2018	Student Feedback	100 Computer Systems	Strategy	To be conducted students' online feedback.
6	Dec.	13-12-2018	Maintenance	100 Computer Systems	Strategy	To check and rectify the Computers and Network.
7	Jan.	11-01-2019	Student Activities	100 Computer Systems	Strategy	Students to be execute the programs by implementing their own ideas.
8	Feb.	08-02-2019	Lab Programs	100 Computer Systems	Strategy	Students to be execute their academic related programs.
9	March	08-03-2019	Student Feedback	100 Computer Systems	Strategy	To be conducted students' online feedback.
10	April	12-04-2019	Placement Online Exams	100 Computer Systems	Strategy	Online exam conducted for second round people. and utilized the resources
11	May	21-05-2019	Student Activities	100 Computer Systems	Strategy	Students to be execute the programs by implementing their own ideas.
12	June	19-05-2019	Student Activities	100 Computer Systems	Strategy	Students to be execute the programs by implementing their own ideas.

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Computer Centre Strategy:

The faculties who are the Computer Centre members give their feedback for effective utilization of Computer Centre. A Committee is constituted with members to address the needs and requirements for solving the problems of Computer Centre.

1. The faculty members and students have to approach Computer Centre Committee to utilize the lab.
2. It has to be approved by the Computer Centre Convener.
3. System to be allotted to staff members and students by concerned Lab In-charge.
4. Students and staff members have to sign in the log book before entry and exit.
5. Computer Centre is used to conduct placement drive related activities.
6. It is used to conduct faculty online feedback.
7. It is used for online NPTEL Courses for the faculty members and student, under Students Faculty Development Program.
8. Students and staff members to use library resources as and when required in the Computer Centre.
9. To conduct Telangana Academy of Skill and Knowledge (TASK) online examination as and when required.

Flow chart of Standard Operation Procedure (SOP) for the above is enclosed:


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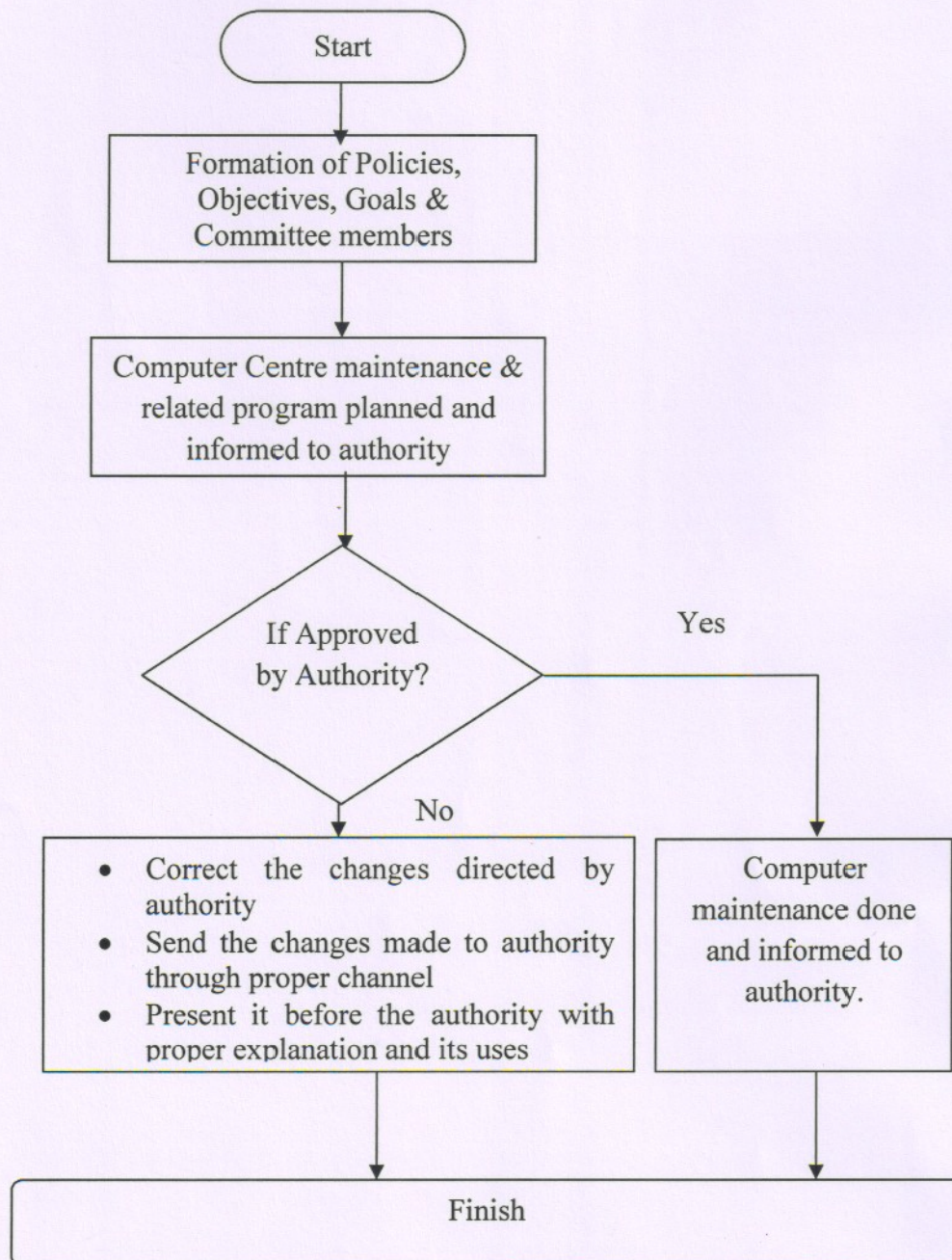


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STANDARD OPERATING PROCEDURE (SOP) for

COMPUTER CENTRE




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