




# St. Martin's Engineering College

Dhulapally, Secunderabad-500 014

## Strategic Perspective Plan for the Year 2013-14

S. No	Month	Tentative Date	Plan	Unit	Strategy	Details
1.	July	17-07-2013	Maintenance	100 Computer Systems	Strategy	To check and rectify the Computers and Network.
2	Aug.	13-08-2013	TASK Programs	100 Computer Systems	Strategy	Students executed the program learned programming and implement their own ideas
3	Sept.	10-09-2013	Placement Online Exams	100 Computer Systems	Strategy	Online exam conducted for second round people. and utilized the resources
4	Oct.	30-10-2013	Aptitude Tests	100 Computer Systems	Strategy	Different layers of aptitude test conducted for check their skills
5	Nov.	13-11-2013	Student Feedback	100 Computer Systems	Strategy	All students' online feedback taken.
6	Dec.	12-12-2013	Maintenance	100 Computer Systems	Strategy	To check and rectify the Computers and Network.
7	Jan.	17-01-2014	Student Activities	100 Computer Systems	Strategy	Students execute the programs and implement their own idea and execute the programs
8	Feb.	12-02-2014	Lab Programs	100 Computer Systems	Strategy	Students executed their academic related program
9	March	11-03-2014	Student Feedback	100 Computer Systems	Strategy	All students' online feedback taken.
10	April	17-04-2014	Placement Online Exams	100 Computer Systems	Strategy	Online exam conducted for second round people. and utilized the resources
11	May	20-05-2014	Faculty Activities	100 Computer Systems	Strategy	To be conducted Faculty Knowledge Development Program
12	June	19-05-2014	Faculty Activities	100 Computer Systems	Strategy	To be conducted Faculty Knowledge Development Program

  
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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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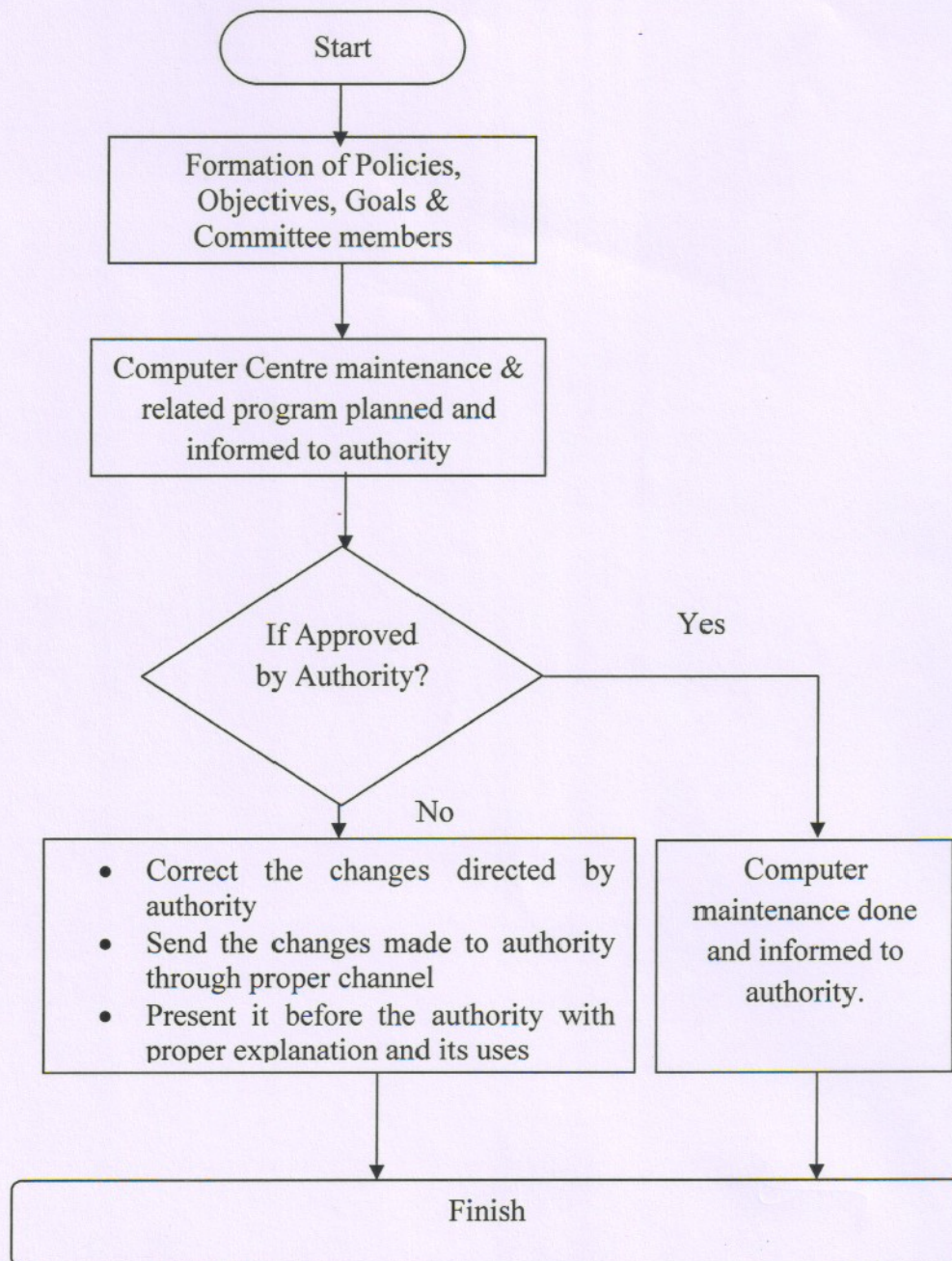


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## STANDARD OPERATING PROCEDURE (SOP) for

### COMPUTER CENTRE



  
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