**B & B institute of Technology, Vallabh Vidyanagar**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Department**

**Weekly Report from DD/MM/YY to DD/MM/YYof Academic Work Plan 2019-20**

**Name of the Faculty:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Designation**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The following Academic Work Plan 2019-20 activities undertaken during the above mentioned week.

**Core Academic Tasks (A1)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Lecture No | Date | Subject code | Time | | Division | Topics Covered | No. of student Present |
| Start | End |
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**Core Academic Tasks (A2)**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Practical No | Date | Subject code | Time | | Division | Topics Covered | No. of student Present |
| Start | End |
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| **Sr. No.** | **Activities** | **Performance** |
| 1. | Core Academic Tasks Department / institute work (A3-A6) |  |
| 2. | Guidance and counseling (B) |  |
| 3. | Administrative Tasks  (C1-C12) |  |
| 4. | Academic Development Activities (D1-D3) |  |
| 5. | Industry Institute Interaction (E1 – E4) |  |
| 6. | Any Other Activity |  |

Date: Name &Sign of the Faculty Sign of Head of the department