

SILIGURI INSTITUTE OF TECHNOLOGY
HILL CARD ROAD, P.O. SUKNA
SILIGURI – 734 009

Pre – Event Proposal Form

1. **Event Title:** Coding class and programming doubt-clearing sessions under Computational Research Club (CRC) of IT Department and Computer Engineer's Society of CSE Department
2. **Proposed Date, Venue, Time:** 12 Hours (Tentative); 4-6 Weeks of April-May, 2023
3. **Objectives:**
 - To familiarize and knowledge transfer with real life problem development with the concepts of OOPS, suitable data structure and competitive programming language as Java
 - To develop design paradigms, coding skills, tips and traps, code testing and optimization
 - To conduct weekly assignment followed by coding contest
 - To develop collaborative real-life project development
 - Placement preparation cum technical guidance for industry readiness
4. **Team members:**
Rahul Gorai, Dipesh Das, Tamosa Mondal, Abinash Chettri (IT 3rd year)
Soumwadeep Guha, Prittha Dutta, Prasun Roy (CSE 3rd Year)
5. **Chief Guest:** NA
6. **Target Audience:** IT and CSE 2nd and 3rd year students
7. **Proposed Program Schedule:**

Weekly 02 hours	Time	Venue
	Wednesday and Friday: 04 – 05 PM	Room no.: 102 / 104 (Smart classroom)

8. **Name of Convenor (s):** Mr. Anupam Mukherjee, HoD-CSE; Dr. S.S. Ghosh, HoD-IT
9. **Name of Coordinator (s):** Dr. Asit Barman (IT Department), Mr. Deb Sekhar Laha (CSE Department)
10. **Proposed Budget:** NIL
11. **Terms and Conditions:**
 - i. The proposal should be submitted at least 7 days prior to the commencement of the event.
 - ii. Invitation to the proposed Speakers to deliver a lecture should be send at least 15 days prior to the commencement of the event and acceptance letters of the proposed speakers to deliver lecture should be submitted along with the proposal.
 - iii. The budgetary sanction for the proposal should be obtained at least 7 days before the event.
 - iv. Post approval, the announcement of the program should be given wide publicity in the upcoming events list in the website, individual departments and Facebook page of the respective department and of the organization.
 - v. Under unforeseen circumstances, if the event is cancelled/rescheduled or the Convenor/Coordinator is unavailable, alternate arrangements should be ready.
 - vi. Certificate of participation will be provided only to those who have at least 90% attendance and have submitted the feedback form.
 - vii. All records of papers presented, abstract of invited/expert/keynote talks, attendance, must be maintained by the coordinator and submitted to the office of the Principal, SIT with a soft copy to IQAC, SIT within 15 days of completion of the program.



Name and Signature of Convenor




Name and Signature of Prog. Coordinator



Name and Signature of HOD



Name and Signature of Project Manager



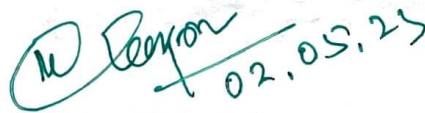
Name and Signature of Accounts Officer



Name and Signature Network Administrator



Name and Signature of Administrator



Signature of Principal