



# MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous Institute affiliated to RGPV, Bhopal)

NAAC Accredited with A++ Grade

## Department of Mechanical Engineering

Reference No. :

Date: 07/01/2026

### Subject- Report on Orientation Programme for VIII Semester Students (Jan-June 2026 session) in Mechanical Engineering Department

As per order **Pro-VC/MP/2025/804 dated 18-12-2025**, the Mechanical Engineering Department organized a **One-Day Orientation Programme** for **VIII Semester students** on **05 January 2026** at **114**. The programme was conducted to guide final-year students regarding academic requirements, internship regulations, professional development components, ethical responsibilities, and career opportunities as they approach the completion of their undergraduate programme..

The programme details are as follows;

**Date of Notice:** 24/12/2025

**Programme Date:** 05/01/2026

**Time:** 11:30 AM to 03:00 PM

**Venue:** Room No. 114

**Semester:** VIII Semester

**Class Coordinator:** Dr. Jyoti Vimal

**Orientation Programme Coordinator:** Dr. Jyoti Vimal

**Head of the Department:** Dr. C. S. Malvi

**No of student Present=21**

**No of student Absent=57**

### Objectives of the Orientation Programme

The main objectives of the programme were:

- To familiarize students with the **academic calendar, timetable, and evaluation process**
- To brief students about the **curriculum, syllabus, scheme, and dynamic content**
- To explain **minor and honors specialization options**
- To ensure compliance with **mandatory SWAYAM/NPTEL registration** for DE/OC courses
- To explain the **Outcome-Based Education (OBE)** framework
- To guide students regarding **internship, project, entrepreneurship, placement, and higher studies**
- To emphasize **discipline, professional ethics, and code of conduct**
- To obtain **student feedback** for continuous improvement

### Programme Schedule and Proceedings

S. No.	Class	Time	Topic	Faculty
1.	<b>VIII Sem</b>	11:30AM-11:50PM	Offline Registration	Dr Jyoti Vimal
2.		11:50PM-12:05PM	Address by Head /Class coordinator	Dr. C.S.Malvi
3.		12:05PM-12:20PM	-Discussion on Academic Calendar -Time table - Importance of attending regular classes -- Discussion on evaluation & examination Process and Summer Semester -	Prof B.K. Pandey Dr Jyoti Vimal
4.		12:20PM-12:40PM	Briefing about Curriculum, Syllabus, Scheme & Dynamic Content -Minor and Honor specialization - Briefing about remedial/special/additional classes	Prof B.K. Pandey Prof. Vedansh Chaturvedi
5.		12:40PM-12:55PM	Mandatory Registration on SWYAM/NPTEL for DE/OC courses	Prof B.K. Pandey Dr Jyoti Vimal
6.		12:55PM-1:10PM	Outcome- Based education (OBE)	Dr Nitin Upadhyay Dr. Surendra K Chourasiya
7.		1:10PM-1:20PM	-Need of participation in students chapter and clubs activities -Professional certification courses and its importance	Dr. Surendra K Chourasiya Dr Jyoti Vimal
8.		1:20PM-1:35PM	Briefing about the “Professional Development” component ( Extracurricular activities and related credit arrangement)	Dr. M. K. Sagar Dr M.K.Gaur Prof.R.P.Kori
9.		1:35PM-1:50PM	Importance and mechanism of Internship/ Project/Entrepreneurship (with Adherence to internship calendar for VIII Semester.)	Prof Vaibhav Shivhare Prof.R.P.Kori
10.		1:50PM-2:00PM	Support for Placement/Higher Studies/Competitive Exam	Prof. Sharad Agrawal Dr Pratesh Jayaswal

11.		2:00PM-2:10PM	Discipline and Code of conduct.	Prof Vaibhav Shivhare Dr Vishal Chaoudhary
		2:10PM-2:40PM	Briefing about professional ethicstobe followed in <ul style="list-style-type: none"> <li>• Research Paper Publication</li> <li>• Report writing for various projects/internship, assignment etc.</li> <li>• Technical/Interview testfor placement etc</li> <li>• Minor/Quiz/Major examination</li> <li>• Submission of false or photo shopped documents (such as medical certificates, internship certificates etc)</li> <li>• Any other points the departments wants to cover in this point</li> </ul>	Dr Amit Ahrwar Dr. Gavendra Norkay Dr.Nitin Upadhyay
14		2:40PM-3:00PM	Feedback on Orientation Program	Dr Jyoti Vimal

The programme began with **offline registration**, coordinated by **Dr. Jyoti Vimal**. This was followed by an **address by the Head of the Department, Dr. C. S. Malvi**, who motivated students to maintain professionalism, academic discipline, and ethical conduct during their final semester.

The subsequent sessions covered the following key areas:

- **Academic Planning:**  
Discussion on academic calendar, timetable, importance of regular attendance, evaluation and examination process, and summer semester provisions.
- **Curriculum and Academic Structure:**  
Briefing on curriculum, syllabus, scheme, dynamic content, minor and honors specialization options, and provisions for remedial, special, and additional classes.
- **SWAYAM/NPTEL Courses:**  
Mandatory registration procedure for SWAYAM/NPTEL courses under DE/OC categories.
- **Outcome-Based Education (OBE):**  
Explanation of OBE concepts and their relevance to programme outcomes.
- **Student Engagement and Certifications:**  
Importance of participation in student chapters, clubs, and professional certification courses.

- **Professional Development Component:**  
Explanation of extracurricular activities and related credit arrangements under the professional development component.
- **Internship, Project, and Entrepreneurship:**  
Guidance on internships, projects, entrepreneurship opportunities, and strict adherence to the internship calendar for VIII Semester students.
- **Career Guidance:**  
Support systems for placements, higher studies, and competitive examinations.
- **Discipline and Code of Conduct:**  
Departmental rules, discipline, and expected professional behavior were explained in detail.
- **Professional Ethics:**  
Detailed discussion on ethical practices related to:
  - Research paper publication
  - Project, internship, and assignment report writing
  - Technical and interview tests for placement
  - Minor, quiz, and major examinations
  - Submission of authentic documents and avoidance of malpractice

## **.Outcome of the Programme**

The Orientation Programme was successful in:

- Providing clarity on academic and internship requirements
- Enhancing awareness of professional and ethical responsibilities
- Motivating students towards career planning and lifelong learning
- Strengthening interaction between students and faculty members

Students actively participated and expressed satisfaction with the guidance provided.

Finally, the programme concluded with a **feedback session** conducted by **Dr. Jyoti Vimal**, during which students shared their feedback and suggestions regarding the orientation programme.

The Mechanical Engineering Department successfully conducted the Orientation Programme for VIII Semester students as per the approved schedule. The programme effectively met its objectives and helped students prepare for the academic, professional, and ethical challenges of their final semester.



**(Dr. Jyoti Vimal)**  
**Orientation Program Coordinator**



**( Dr. C. S. Malvi)**  
**HMED**

**Encl:**

1. Attendance List
2. Snap Shot

## Attendance List

<u>Orientation Program</u>			
<u>Attendance sheet / Registration</u>			
VIII semester			
05.01.2026.			
S.No.	Name of student	Enrollment	Signature
1.	Sonu Rajput	0901ME221065	<u>Sonu</u>
2.	Lalitram Sathoria	0901ME233D12	<u>Lalit</u>
3	Ravibhankar Khet	0901ME233D04	<u>Ravibhankar</u>
4	Bhe'v kumar ojha	0901ME221056	<u>Bhe'v</u>
		0901ME221006	<u>Bhe'v</u>
5	Aditya Singh Tomar	0901ME221062	<u>Aditya</u>
6	Shravyansh Tiwari	0901ME221078	<u>Shravyansh</u>
7	AMAN KHAN	0901ME221003	<u>Abhishek</u>
8	Abhishek Rana	0901ME221063	<u>Abhishek</u>
9	Tanmay Vazir	0901ME233D11	<u>Tanmay</u>
10	VISHAL KANSAL	0901ME233D08	<u>Vishal</u>
11	Samir Kumar	0901ME221047	<u>Samir</u>
12	Raunag, Srivastava	0901ME221045	<u>Raunag</u>
13	Priyanshu Bhargava	0901ME221050	<u>Priyanshu</u>
14	Sachin chandhary	0901ME221033	<u>Sachin</u>
15	Kushagra Bhatnagar	0901ME221031	<u>Kushagra</u>
16	Jyotirra Chavhan	0901ME221004	<u>Jyotirra</u>
17	Abhishek Singh Tomar	0901ME221024	<u>Abhishek</u>
18	Lakshya Bhandari	0901ME221029	<u>Lakshya</u>
19	Prabhat mahore	0901ME221053	<u>Prabhat mahore</u>
20	Saurabh munda	0901ME221055	<u>Saurabh</u>
21	shekhar Ghatkar		<u>shekhar</u>

## Snap Shot

