



Department of Mechanical Engineering

Agenda of Teachers day Programme

Time	Agenda
2:20 PM - 2:35 PM	Opening Ceremony
	- Welcome address by the President of the MESA
	- Watering the plant & Giving tribute to Dr. Sarvepalli Radhakrishnan
2:35 PM – 3:00 PM	Teachers' Felicitation
	- Individual felicitation of each teacher by the students
3:00 PM - 3:20 PM	Student's Speech
	- Speeches by students expressing their gratitude & appreciation for their teachers
3:20 PM – 3:40 PM	Teacher's Speech
3:40 PM – 3:50 PM	Department Head Speech
3:50 PM – 4:00 PM	Principal sir Speech
4:00 PM – 4:10 PM	Vote of thanks



SCHEDULE OF STUDENTS TEACHING AT CLASSROOM

Time	Students Name	Class	Topic
9:30 - 10:10	Atharv Joshi&Harsh Kamat	S.Y.	Additive Manufacturing
10:10 – 10:50	Patik Gurav&Aditya Patil		Cad Modeling
10:50 – 11:30	Milind Kognole& Sudesh Mane		Basics of Drafting
9:30 - 10:10	Aditya Amane	T.Y.	Working of CNC
10:10 – 10:50	Suraj Lal		CNC Programming
10:50 – 11:30	Arun Kagwade		Project Info
9:30 - 10:10	Abhishek Funde	B. Tech A	Vapour Compression System
10:10 – 10:50	Sanket Kinekar&Rushikesh naik		Wiring ofMechatronics System
10:50 – 11:30	Shubham Powar		Aptitude
9:30 - 10:10	Atharv Mali	B. Tech B	Micro Controller
10:10 – 10:50	Somesh Patil		PLC
10:50 – 11:30	Shloke Chinchawade		Aptitude



Teacher's Day Celebration - Mechanical Engineering Department

Date: September 5, 2023

Time: 9:30AM – 11:30AM

List of Decoration material and Requirements for Reference -

1. Decorations:

- Banners or posters for the event venue
- Balloons, streamers, or other decorative items

2. Audio-visual Equipment:

- Microphones and speakers
- Projector and screen (if needed for presentations)
- Laptop or device for presentations
- Cables and extension cords

3. Seating Arrangements:

- Chairs and tables for attendees
- Podium or lectern for speakers

4. Tokens of Appreciation:

- Gifts or mementos for teachers
- Certificates or plaques (if applicable)

5. Stationery:

- Pens, notepads, and markers for speakers and participants
- Printed agendas or programs for attendees

6. Refreshments:

- Catering arrangements (if applicable)
- Refreshments, snacks, or beverages for attendees (if applicable)

7. Event Supplies:

- Event signage or banners
- Name tags or badges for participants and speakers
- Printed copies of the agenda

8. Emergency Supplies:

- First aid kit
- Contact information for event organizers

9. Backup Equipment:

- Spare microphones and batteries
- Additional projector bulbs (if using a projector)

10. Cleaning Supplies:

- Trash bags and bins for event clean up
- Cleaning materials for post-event venue clean up



Teacher's Day Celebration - Mechanical Engineering Department

Date: September 5, 2023

Time: 9:30 AM – 11:30 AM

Manager's Task List for Teacher's Day Celebration Event

1. Pre-Event Planning:

- Form a planning committee with faculty and student representatives.
- Confirm the event date and time.
- Reserve the event venue (Mechanical Digital Classroom or Civil Seminar Hall).
- Develop a detailed event agenda.
- Create a guest list of teachers, students, and other participants.
- Send formal invitations to all attendees.
- Arrange for audio-visual equipment, including microphones, speakers, projectors, and laptops.
- Coordinate seating and presentation setup, including chairs, tables, and a podium.
- Plan and coordinate decorations and signage.
- Procure and organize gifts for teachers (tokens of appreciation).
- Arrange for the printing of event agendas or programs.
- Ensure stationery is available for attendees and speakers.
- If applicable, coordinate with catering services for refreshments and meals.

2. Event Day Preparation:

- Conduct a final venue check to verify all arrangements.
- Ensure all audio-visual equipment is tested and functional.

3. Event Execution:

- Oversee the opening ceremony and welcome attendees.
- Introduce the event and its purpose.
- Ensure the department head delivers the opening address.
- Oversee the tribute to Dr. Sarvepalli Radhakrishnan.
- Coordinate and manage student speeches.
- Ensure teachers and guest speakers are well-prepared for their speeches.
- Oversee the felicitation of teachers and the presentation of gifts.



- Address any unexpected issues or concerns during the event.

4. Post-Event Tasks:

- Ensure that the venue is cleaned and reset for future use.
- Collect feedback from attendees to assess the event's success.
- Send thank-you notes to all participants and speakers.
- Prepare an event report summarizing key highlights, challenges, and recommendations.
- Share event highlights through press releases or social media (if applicable).
- Archive event documents, photos, and videos for future reference.
- Conduct a debriefing session with the planning committee to discuss lessons learned and improvements for future events.

5. Ongoing Responsibilities:

- Provide support and guidance to the planning committee throughout the event planning process.
- Ensure that event expenses are tracked and reported accurately.
- Collaborate with other stakeholders to align event goals with department objectives.
- Continuously monitor and evaluate the success of the Teacher's Day celebration event to inform future planning.



Department of Mechanical Engineering

Dr.S.A. Khot

Principal

Sharad Institute of Technology, College
of Engineering, Yadrav.

Subject: Invitation for the Teachers' Day Celebration Event

Respected sir,

I hope this letter finds you in the best of health and spirits. It gives me immense pleasure to extend a heartfelt invitation to you on behalf of our institution to join us in celebrating Teachers' Day.

Event Details:

- Date: September 5, 2023
- Time: 2:20 PM - 4:20 PM
- Venue: Room No. 425

Teachers' Day is a special occasion for us to honour and appreciate the exceptional educators who have dedicated their lives to shaping the future of our students. This year, our Mechanical Engineering Student Association, in collaboration with the Indian Society for Technical Education (ISTE), is organizing a memorable event to express our profound gratitude to our teaching fraternity.

The event will feature inspiring speeches, interactive sessions, and a felicitation ceremony to recognize the outstanding contributions of our teachers. We believe that your esteemed presence will greatly enrich the occasion and serve as a source of inspiration to our students and faculty.

We look forward to celebrating Teachers' Day in your esteemed presence. Your support and encouragement mean a lot to us and contribute to the success of our educational endeavours.

Thank you for considering our invitation. We eagerly anticipate your presence at this special event.

Warm regards,

Mechanical Engineering Student Association

Sharad Institute of Technology, College of Engineering,
Yadrav.



WELCOME SPEECH

(PRESIDENT)

Hello, everyone!

A warm and heartfelt welcome to all of you on this special occasion.

I would like to welcome Principal Dr.S.A.Khot sir, HOD Dr.S.D.Patil sir All Deans & Faculty Members For being a part of this programme.

Today, we come together to celebrate the incredible teachers who have made a lasting impact on our lives. It's a day to express our gratitude and appreciation.

September 5 has been celebrated as Teachers' Day across the country. Various cultural programmes are organised in schools and other educational institutions to mark the day.

Dr Radhakrishnan wanted to acknowledge the contribution of teachers in society.

Dr Radhakrishnan always encouraged the youth to grow and step forward in shaping the world with the power of education.

"Teachers should be the best minds in the country" is what the former President believed.

Dr Radhakrishnan was born into a Telugu family in Tiruttani town. He was an ace student and received various scholarships throughout his life

Our program for today is designed to honour our teachers with simplicity and sincerity. We have student speeches, a heartfelt tribute, and a felicitation ceremony planned.

We're honoured to have our Principal, Dr.S.A.Khot Sir Our HOD Dr.S.D.Patilsir, All Deans And Faculty Members are here with us today, who have been strong supporters to our educational journey.

Let's cherish this day as we say 'thank you' to our teachers. Enjoy the event!

Further Threading is done by Harshavardhan, Thank you.....



VOTE OF THANKS

(VICE PRESIDENT)

Thank you all for being part of this wonderful Teachers' Day celebration. It's been a special day, and your presence made it even more meaningful.

A big shoutout to our amazing teachers for their dedication and hard work. You are our guiding stars.

To our guest of honour, our Principal Dr.S.A. Khot, thank you for gracing us with your presence.

Let's not forget our student speakers who shared their heartfelt appreciation.

And to our organizing team, volunteers, and everyone who helped behind the scenes, your efforts are truly appreciated.

Thanks to all our fellow students for making this day special.

As we leave, let's carry this gratitude forward in our hearts.

Thank you all once again.



Teacher's Day Celebration Report

Date: 5th sept, 2023

Location: Yadrav

Organizer: Mechanical Department Students Association

Objective: To celebrate Teacher's Day and show appreciation for the educators at Mesa.

Event Overview:

The Teacher's Day celebration under Mesa was a memorable and meaningful event aimed at honoring and appreciating the dedicated teachers who play a crucial role in shaping the future of students. The event featured a unique format consisting of three slots of 40 minutes each, where students took over classes, followed by a final slot dedicated to celebrating the teachers.

The Teacher's Day celebration held under the auspices of Mesa was a remarkable event dedicated to showing appreciation and gratitude to the educators and support staff who contribute significantly to the institution's success. The event featured a series of speeches, including a welcome address by the President of Mesa, student speeches, teacher speeches, and the vote of thanks by the Vice President of Mesa.

Event Schedule:

Slot 1 – Students Lecture (40 minutes):

Students had the opportunity to take over their respective classes, showcasing their appreciation for their teachers by stepping into their shoes.

This slot allowed students to gain a deeper understanding of the teaching process and the challenges teachers face.

Slot 2 - Students Lecture (40 minutes):

The second slot continued the student takeover, allowing different groups of students to lead classes.

This interactive experience fostered a strong sense of collaboration and mutual respect between students and teachers.

Slot 3 - Students Lecture (40 minutes):

The final slot of student takeovers provided a comprehensive view of the student-teacher dynamic, emphasizing the importance of education.

This slot also allowed teachers to witness the enthusiasm and potential of their students as future leaders.





Teachers Day Celebration:

-Welcome Address by President of Mesa:

The event commenced with a warm and welcoming speech delivered by the President of Mesa.

The President set the tone for the celebration, emphasizing the importance of teachers and the invaluable role they play in the educational journey.



-Felicitations:

The core part of the event was the felicitation ceremony, where the following individuals were honoured:

Dean of the Mechanical Department

Head of the Department (HOD) of Mechanical Engineering

Faculty members of the Mechanical Department

The dedicated peon of the department



-Student Speeches:

Students took the stage to express their gratitude and appreciation for the faculty members and support staff.

They shared anecdotes, personal experiences, and heartfelt thanks to showcase the positive impact these individuals have had on their academic journeys.



-Teacher Speeches:

Faculty members were invited to share their thoughts and experiences, reflecting on their teaching careers and the joy of guiding and nurturing students.

Their speeches highlighted the significance of Teacher's Day and the mutual respect between students and teachers.



-Vote of Thanks by Vice President of Mesa:

The event concluded with a vote of thanks delivered by the Vice President of Mesa.

The Vice President expressed gratitude to all attendees, including teachers, students, and support staff, for making the celebration a memorable one.

Key Outcomes:

The Teacher's Day celebration successfully honored the faculty members and support staff of the Mechanical Department, recognizing their dedication and hard work.

Student speeches and teacher speeches fostered a sense of appreciation and mutual respect within the academic community.

The event strengthened the bond between students and educators, promoting a positive learning environment.

The vote of thanks concluded the event on a gracious note, acknowledging everyone's contribution to the celebration's success.



Conclusion:

The Teacher's Day celebration organized by Mesa was a heartfelt tribute to the educators and support staff of the Mechanical Department. It showcased the institution's commitment to recognizing and appreciating their tireless efforts in shaping the future of students. The event was a resounding success, leaving a lasting impression of unity and gratitude within the academic community.

We look forward to continuing this tradition in the future and further strengthening the relationship between students and their mentors.