

ROLE SPECIFICATION OF TEAM MEMBERS [Form - 2]

MEMBER 1 <u>Pulkit Baid</u>		HANDLING MODULE <u>Admin Module</u>	
NAME OF ACTIVITY	SOFT DEADLINE DATE	HARD DEADLINE DATE	DETAILS OF ACTIVITY (STORY)
Research and Planning	2 days	7 days	Research about tools and technology for Backend
Student Record Approval	3 days	5 days	Admins verify & approve new student registration.
TimeTable Finalization	2 weeks	3 weeks	Admins finalize and publish timetable for all classes and teachers.
Exam Schedule Creation	3 weeks	5 weeks	Admins prepare and announce the exam schedule.

MEMBER 2 <u>Paigal Jangid</u>		HANDLING MODULE <u>Student Module</u>	
NAME OF ACTIVITY	SOFT DEADLINE DATE	HARD DEADLINE DATE	DETAILS OF ACTIVITY (STORY)
UI/UX Research and Planning	3 days	7 days	Studying already existing modules and gathering & wellboasting data according to need.
Profile Completion	3 days	7 days	Students must upload a profile picture, contact info, and complete personal details.
Exam Registration	2 weeks	3 weeks	Students must register for exams & select option subjects.

MEMBER 3 <u>Lokesh Saini</u>		HANDLING MODULE <u>Teacher Modul</u>	
NAME OF ACTIVITY	SOFT DEADLINE DATE	HARD DEADLINE DATE	DETAILS OF ACTIVITY (STORY)
Research and Resource Planning	4 days	7 days	Researching and structuring data for teacher module.
Attendance Marking	End of each day	Next day by 10 AM	Teachers must mark daily attendance for each class.
Assignment Upload	7 days	8 days	Teachers should upload assignments and instructions in advance
Student Evaluation	1 week	2 week	Teachers must submit task marks and evaluation to admin

MEMBER 4 _____		HANDLING MODULE _____	
NAME OF ACTIVITY	SOFT DEADLINE DATE	HARD DEADLINE DATE	DETAILS OF ACTIVITY (STORY)

MENTOR'S NAME & SIGNATURE _____

Pravin Pravin rath

- NOTE:**
1. This form is to be submitted by a team of maximum 4 students in the starting of semester to lab coordinator.
 2. Every member student must keep a Xerox copy of this form as reference for his / her part in project work.
 3. Students must provide the detailed list of planned activities along with their completion deadline dates.
 4. The lab coordinator will check the weekly progress of student against the information provided in this form.