



SISTec

Gandhi Nagar, Bhopal

Engg. | MBA

SAGAR INSTITUTE OF SCIENCE & TECHNOLOGY

Approved by AICTE & Affiliated to RGPV, BU Bhopal

STUDENT'S DIARY

2019-20

DISCIPLINE | DEDICATION | DECORUM



सरस्वती वन्दना

हे शारदे माँ, हे शारदे माँ,
अज्ञानता से हमें तार दे माँ (घृ)
तू स्वर की देवी है, संगीत तुझसे।
हर शब्द तेरा है, हर गीत तुझसे।
हम है अकेले, हम है अधूरे,
तेरी शरण हम, हमें प्यार दे माँ॥1॥
मुनियों ने समझी है, गुणियों ने जानी।
वेदों की भाषा, पुराणों की वाणी।
हम भी तो समझें, हम भी तो जानें,
विद्या का हमको, वरदान दे माँ॥2॥
तू श्वेतवर्णी कमल पे विराजे।
हाथों में वीणा मुकुटसर पे साजे।
मन से हमारे मिटा के अँधेरे,
हमको उजालों का संसार दे माँ॥3॥
हे शारदे माँ, हे शारदे माँ,
अज्ञानता से हमें तार दे माँ (घृ)॥2॥

आराधना

तेरी आराधना करूँ
तेरी आराधना करूँ
पाप क्षमा कर, जीवन दे दे
दया की याचना करूँ ॥

तू ही महान, सर्वशक्तिमान
तू ही हैं मेरे जीवन का संगीत
हृदय के तार, छेड़े झनकार-2
तेरी आराधना है मधुर गीत-2,
जीवन से मेरे तू महिमा पाये
एक ही कामना करूँ
पाप क्षमा कर, जीवन दे दे
दया की याचना करूँ ॥

सृष्टि के हर एक कण कण में
छाया है तेरी ही महिमा का राज,
पक्षी भी करते हैं तेरी प्रशंसा -2
हर पल सुनाते हैं आनंद का राग-2
मेरी भी भक्ति तुझे ग्रहण हो,
हृदय से प्रार्थना करूँ,
पाप क्षमा कर, जीवन दे दे
दया की याचना करूँ ॥



राष्ट्रगान

जन गण मन अधिनायक जय हे,
भारत भाग्य विधाता ।
पंजाब, सिंध, गुजरात मराठा,
द्राविड़ उत्कल बगं ।।
विन्ध्य, हिमाचल, यमुना गंगा ।
उच्छल जलधि तरंग ।।
तव शुभ नामे जागे,
तव शुभ आशीष मागे ।
गाहे तव जय गाथा ।।
जन गण मंगल दायक जय हे,
भारत भाग्य विधाता ।।
जय हे, जय हे, जय हे,
जय जय जय जय हे ।

SHRI SUDHIR KUMAR AGRAWAL
CHAIRMAN, SAGAR GROUP



The Sagar Institute of Science and Technology is managed by a 'Governing Council' led by Shri Sudhir Kumar Agrawal, Chairman. The commitment of the Sagar Institute of Science and Technology towards academics and discipline has propelled it to turn into one of the best in this region.

CHAIRMAN'S MESSAGE

Dear Students,

The Sagar Institute of Science and Technology holds a place of pride among the leading privately managed engineering institutions of Madhya Pradesh and is surely the best of its kind in the central region of India. We started off in the area of engineering education by establishing our first college, SISTec, in the year 2007. Today, Sagar Group boasts of four colleges that have grown substantially in stature, size and activities over a decade of fulfilment. A qualified and committed faculty across all departments at our colleges ensures that the goal of nurturing and training young minds is being successfully accomplished. The team of Sagarites firmly believes that with patience, perseverance and a bit of persuasion anything can be achieved.

Along with academics we are equally focused on developing the qualities of integrity, honesty, trust, tolerance, humanism and compassion in equal measure among the students to foster a spiritual temper. A wide and varied choice of academic curriculum coupled with an emphasis on motivation and training, help the students in gaining competence and expertise in their respective areas of engineering.

Our institutions are committed to providing an environment to nurture innovation, creativity and excellence in all the spheres of academic learning. We strongly support inter disciplinary research and development for the benefit of industry and society alike.

Our vision is to expand academic and research activities at our institutions and turn various engineering departments into centers of excellence. We invite all the students and academic fraternity to join us on this journey of academic fulfilment. We promise to provide you with support, guidance and resources for a successful and joyful career.

A society cannot grow unless fostering education is its topmost priority. We pay our obeisance to God almighty for providing us with this fulfilling and enriching experience of educating

SHRI SIDDHARTH SUDHIR AGRAWAL
MANAGING DIRECTOR, SAGAR GROUP



Our reverend Managing Director, Shri Siddharth Agrawal truly possesses all the qualities of a young and dynamic leader. Having completed his B.Tech. in Civil Engineering from MANIT, Bhopal, he took on the challenge of taking SISTec to unprecedented heights. It is with his persistence and determination that our college is now counted amongst the best technical Institutes at Bhopal.

MANAGING DIRECTOR'S MESSAGE

Dear Students,

The philosophy at this great seat of learning is to incubate and churn out a brigade of enthusiastic, motivated and dynamic leaders driven by a passion to create a new synergy and to accelerate the pursuit of excellence,

At SISTec we strive to impart the intangible qualities that are intrinsic to success in the engineering arena. With untiring efforts, we endeavour to create an excellent and vibrant academic atmosphere through a strong, practical orientation using state-of-the-art facilities.

We aim at making continuous improvement in pedagogical tools to ensure a conducive environment, wherein the students unravel their potential and develop their inherent insight and skills.

I welcome all the young engineering aspirants and extend a collaborative hand to them in order to nurture a common dream that we subscribe to.

VISION

To emerge as one of the leading institute in the field of technical education to produce competent and committed professionals for the betterment of society.

MISSION

To create SISTec, as a centre of excellence for imparting technical and scientific knowledge through rigorous academic, technological interventions, skilled faculty, character building approach and entrepreneur mindset for the betterment of society.

IMPORTANT CONTACTS

SISTec, GANDHI NAGAR

S.No	Name	Designation	Mobile.No
1	Dr. Keshavendra Choudhary	Principal SISTec	9179329323
2	Dr. Swati Saxena	Vice - Principal	9424846699
3	Mr. B.S. Kushwah	Administrator	9977949464
4	Mr. Sourabh Gupta	Asst. Admin Manager	9098236479
5	Mr. S. P. Prasad	Estate Manager	9039845985

SALIENT FEATURES OF OUR INSTITUTIONS

- Concept of morning assembly to promote belongingness and punctuality.
- High academic focus for development and training of students.
- Efficient 'Training and Placement Cell' with a strong team of trainers and company tie ups.
- ERP software integrates the various details of the students into one complete system; it's a beneficial source for keeping the information of the students intact.
- Qualified, experienced and dedicated faculty members.
- 'Faculty Development Programs' for update on technology and teaching methods.
- High practical exposure and experiential learning through industrial visits, guest lectures, live projects and in-house technical training.
- Excellent job/recruitment training facilities for students through expert trainers.
- Presence of international associations, like IEEE /IETE/ ISTE / CSI / SPICMACAY.
- Successfully operational 'Tutor-Guardian (TG) System' for professional & personal guidance of students.
- Easily accessible management open to suggestions and looking into grievances of students.
- Well-established 'Technical and Hobby Clubs' to ensure overall development of students.
- Special focus on 'Sports and Cultural Activities' to promote physical and social well-being of students.
- Presence of remote centre for ISTE Workshop under National Mission on Education through Information and Communication Technology (MHRD, Govt. of India). *Under this our students have undergone "College to Corporate" training, conducted by IIT Bombay, & have successfully completed MOOCs leading to their technical empowerment.*

CODE OF CONDUCT

All the students of the Sagar Institute of Science and Technology must strictly adhere to the Rules and Regulations and Code of Conduct enforced by the College from time to time. The students should conduct themselves with dignity and decorum and observe the following rules:

1. The students should carry Identity Cards while in the Campus at all times and should produce the same for verification when asked for by the college authorities.
2. All the students should assemble at the college lobby for assembly on time and maintain the decorum of the college.
3. Use of mobile phones is strictly prohibited inside the classes and labs. In the event of violation of this rule, the phone will be confiscated.
4. The students should approach their Tutor Guardian (TG) for any need or grievances. All applications to the Principal or the Administrative Office should be routed through the Tgs.
5. The students should not damage or disfigure in any way the property belonging to the institute. In case of violation of this rule steps commensurate with the damage would be taken to recover appropriate amount along with penalty from the students.
6. The students are expected to obey their teachers and be respectful towards them at all times. Misbehaviour towards teachers will be considered an act of indiscipline and will be severely dealt with.
7. Possession and use of weapons, distribution of drugs, alcohol, tobacco products, etc. by the students are totally prohibited, and would invite the severest of actions.
8. 75% attendance is mandatory for the students as per RGPV rules. However, we recommend 100% attendance. The students having short attendance will not be allowed to appear in the examinations.

9. Students should submit all the assignments well in time and appear for class tests & mid - semester exams regularly without fail. Otherwise, their internal marks will be adversely impacted.
10. The Institute authorities will not be responsible for the loss of money, books, records, mobile phones, jewellery, or any other article belonging to the students. It is entirely the responsibility of the students to take care of their possessions.
11. Students are not allowed to leave the institute during the working hours. In case of emergency, students should take special permission from the Principal during college hours and from the warden after the college hours.

TUTOR GUARDIAN SYSTEM (T.G. SYSTEM)

The tutor guardian (T.G.) scheme is an innovative concept brought in for the overall benefit of the students. Under this scheme, around 20 students are placed under the care of one member of the teaching staffs, who acts as a tutor guardian for these students to look after their needs and deals with difficulties at both academic & non-academic front.

OBJECTIVES OF TUTOR GUARDIAN SYSTEM

1. To aid and guide students in all spheres: -academic, personal or social.
2. To monitor the students' academic performance throughout the semester.
3. To take remedial measures in case a student is facing any problem and to motivate them at individual level.
4. To inform the parents about the absence of their ward on any working day.
5. To inform the parents about their ward's performance in MID - SEM exams to facilitate counseling and appraisal.
6. To try to act as a responsible guardian to the students so that they feel at home away from home.
7. To develop their skills and overall personality.
8. To keep them updated with latest developments in their respective branches.
9. To help students realize the benefits of good habits and hazards of bad ones.
10. To meet the students individually as frequently as possible.

NOTE FOR PARENTS

1. Parents should be in constant touch with the tutor guardian (TG) so as to ensure a proper monitoring of their wards.

2. Parents should visit the college once in a semester.
3. Parents should make sure that their wards are regular in college and in case of persistent irregularity; the TG should be informed well in advance by the parents.
4. The greater the cooperation between institute and home, more fruitful will be the education effort. The institute expects cooperation of the parents to make student's progress faster & better.
5. You are requested to notify in writing any change in your address or telephone number to the college at the earliest.
6. You should encourage your ward to participate actively in co-curricular and extra-curricular activities.
7. Your co-operation is solicited to ensure that your ward does not carry dangerous articles to the college. Any student found possessing these articles would be dealt strictly.

“LET US TRY AND BECOME EXEMPLARY PARENTS AND TEACHERS”

पालक — शिक्षक व्यवस्था (T.G. SYSTEM)

पालक — शिक्षक व्यवस्था एक उत्कृष्ट अवधारणा है जिससे विद्यार्थी का समुचित विकास होता है । इस योजना (व्यवस्था) के तहत 20 विद्यार्थियों को एक शिक्षक के अन्तर्गत रखा जाता है जो विद्यार्थियों के शैक्षणिक व अशैक्षणिक पक्षों की देखभाल करता है व उनकी परेशानियों का निदान करवाता है ।

पालक — शिक्षक व्यवस्था के उद्देश्य —

1. विद्यार्थी के शैक्षणिक, निजी व सामाजिक आयामों में उसे सहयोग व निर्देश देना ।
2. विद्यार्थी के हर सेमेस्टर के उत्तरोत्तर शैक्षणिक विकास पर निगरानी रखना ।
3. विद्यार्थी के निजी मामलों में उसका सम्बल बढ़ाना तथा उसकी परेशानियों के निदान हेतु उचित कदम उठाना ।
4. विद्यार्थी के माता-पिता या संरक्षक को विद्यार्थी के हर दिन की अनुपस्थिति की जानकारी देना ।
5. विद्यार्थी के विभिन्न परीक्षाओं (MID SEM) की जानकारी उसके माता-पिता या संरक्षक को देना तथा विद्यार्थी को और बेहतर परिणाम हेतु प्रेरित करना व सहयोग प्रदान करना ।
6. एक जिम्मेदार पालक की तरह व्यवहार करना जिससे विद्यार्थी 'घर' के बाहर एक घर का अनुभव करे ।
7. विद्यार्थी के सम्पूर्ण व्यक्तित्व व शैक्षणिक क्षमताओं को विकसित करना ।
8. विद्यार्थी को उसकी संबधित शाखाओं में नवीनतम विकास के साथ अद्यतन रखने हेतु प्रेरित करना ।
9. विद्यार्थी को अच्छी व खराब आदतों द्वारा भविष्य में प्रभाव से साक्षात्कार कराना ।
10. प्रत्येक विद्यार्थी से व्यक्तिगत रूप से मिलना ।

पालकों के लिए निर्देश —

1. माता — पिता को T.G. के साथ छात्र की उचित निगरानी हेतु निरंतर संपर्क में रहना चाहिए ।
2. माता — पिता प्रत्येक Semester में कम से कम एक बार महाविद्यालय में आवश्यक रूप से उपस्थिति दर्ज कराएं ।
3. छात्र की महाविद्यालय में नियमित उपस्थिति को पालक सुनिश्चित करें । आवश्यकता पड़ने पर T.G. को पूर्व में ही अवगत कराएं ।

4. संस्था और पालक के बीच जितना ज्यादा सहयोग होगा परिणाम उतना ही अच्छा होगा। अतः पालकों से अपेक्षा है कि अपने बच्चे की उत्तम प्रगती के लिए सहयोग करें।
5. पालकों से निवेदन है कि घर के पते या टेलीफोन नम्बर में कोई भी परिवर्तन होने पर कॉलेज को सूचित करें।
6. पालक बच्चे को कॉलेज में होने वाले कार्यक्रमों में भाग लेने हेतु प्रेरित करें।
7. पालक सुनिश्चित करें कि छात्र कॉलेज में कोई प्रतिबंधात्मक वस्तुएं नहीं लेकर आए। इस तरह की वस्तुएं पाए जाने की में स्थिति छात्र पर सख्त कार्यवाही की जाएगी।

ACADEMIC SYSTEM

❖ ATTENDANCE

- * Students are required to attend all the lectures as well as practical sessions of each subject.
- * Students shouldn't take a leave unless absolutely necessary. Parents and guardians are requested not to encourage their wards to take leave from the college over trivial matters.
- * Absenteeism will be dealt strictly and action would be taken against students remaining absent without genuine reasons from the classes for prolonged duration.

उपस्थिति:

- (अ) विद्यार्थियों को प्रत्येक विषय के 100 % लेक्चर्स व 100 % प्रैक्टिकल कक्षाओं में उपस्थित होना अनिवार्य है ।
- (ब) शैक्षणिक अवकाशों के अतिरिक्त अन्य अवकाशों को मान्यता नहीं दी जाती । माता-पिता अभिभावकों से निवेदन है कि बच्चों को छुट्टियों हेतु कोई प्रोत्साहन व सहयोग न दें ।
- (स) लगातार लम्बे समय तक अनुपस्थित रहने पर विद्यार्थी को संस्थान से निष्कासित किया जा सकता है ।

❖ EXAMS AND EVALUATION

1. There will be two internal exams, MST-1 and MST-2 in each semester.
2. The dates for the exams are mentioned in the academic calendar enclosed.
3. Both the MST exams would be comprised of 3hours.

* Important-Note

- Internal assessment would play a key role in sessional marks.
- MST exams report will be sent to the parents accordingly.

❖ VACATION:

There will be a semester break of around 10 days after the end of odd semester examinations. Summer Vacation of 20-30 days at the end of even semester examination will be given depending upon University notification.

छुट्टियाँ –

प्रत्येक सेमेस्टर (छः माह) की मुख्य परीक्षा के बाद प्रायः 10 दिन की छुट्टियाँ दी जाती है । जिसे ' सेमेस्टर – ब्रेक ' का नाम दिया गया है । छुट्टियों में प्रत्येक विद्यार्थी को ' रेल्वे छूट ' दिलवायी जाती है ।

❖ ANTI-RAGGING MEASURES

1. Any student found guilty of ragging in or outside the campus will be liable to severe disciplinary action.
2. The act of ragging is a punishable offense under Govt. Law.
3. The Central Government, the various State Governments, Hon. Supreme Court as well as RGPV University have reiterated the need to curb this evil practice from time to time.
4. The student is liable to be dismissed from the college if an offensive action is observed.
5. Sagar Group of Institutions will strictly enforce all the relevant norms, provisions and recommendations enshrined in the undertaking with the college to discourage them from being involved in any acts of ragging.
6. The students found guilty of ragging are liable to be fined by the college and / or imprisoned by the law enforcement agencies.
7. An Anti-Ragging Squad and Monitoring Cell is constituted in accordance with the AICTE requirements.

Note:- All the Parents and students are compulsorily required to submit an affidavit on a stamp paper in the given format.

रैगिंग के खिलाफ नीतियाँ

1. कोई विद्यार्थी संस्थान के अन्दर या बाहर रैगिंग जैसे घिनौने अपराध में शामिल पाया जाता है तो उसके खिलाफ कठोर अनुशासनात्मक कार्यवाही की जाती है ।
2. कानून के अंतर्गत रैगिंग दण्डनीय अपराध है ।
3. केन्द्रीय सरकार , प्रत्येक राजकीय सरकारें , न्यायमूर्ति उच्चतम न्यायालय तथा राजीव गांधी प्रौद्योगिकी महाविद्यालय समय-समय पर इस कुशीति के खिलाफ प्रभावी रूप से कार्यरत है ।
4. रैगिंग में संलग्न विद्यार्थी को संस्थान निष्कासित कर सकता है या अन्य दण्ड देने के लिए बाध्य होगा ।
5. सागर ग्रुप के सभी संस्थान रैगिंग के खिलाफ पूर्णरूपेण सजग हैं तथा सरकार द्वारा दी गई सभी हिदायतों का पालन करते हैं तथा प्रत्येक विद्यार्थी को प्रेरित व शिक्षित करता है कि वह रैगिंग जैसे किसी भी क्रिया कलाप में संलग्न न हो ।
6. रैगिंग लेने पर सरकार के नियमानुसार विद्यार्थी को बिना बताए संस्थान से निकाला जा सकता है और जरूरत पड़ने पर पुलिस को रिपोर्ट की जा सकती है ।
7. विभिन्न सामाजिक संस्थाओं , सरकारों द्वारा बनाए गये नियमों व कानूनों का पालन करने हेतु तथा रैगिंग रोकने के लिए संस्था में एक रैगिंग निरोधक समिति गठित की गई है ।

नोट:- प्रत्येक विद्यार्थी व उसके माता-पिता को स्टैम्प पेपर में 'शपथ-पत्र ' निर्धारित रूप-रेखा में देना अनिवार्य है ।

❖ AWARDS AND SCHOLARSHIPS

- **ACADEMICS AWARDS**
 - Topper in Each Semester (Branch wise)
- **CULTURAL AWARDS**
 - Winners of Annual Festival (Techno-cultural fest)
- **SPORTS AWARDS (ANNUAL SPORTS FEST)**
 - Winners of Annual Sports Fest