SANKALP
-A pledge to change

The task of the academic team is most important. People in this team need to work with maximum dedication. Not only they have to remind other teams about their tasks which are mentioned below and in the academic calendar, but they should also try to be with them whenever possible.

TASKS OF ACADEMIC TEAM

1. Give task lists, training module, list of members in each team and academic calendar to all the teams in your year. Ensure that it is given among juniors also.
2. Remind everyone about digital work profile, every one has to report their work to their immediate senior. All have to report to one senior.
3. See that the academic calendar is followed.
4. See academic, attendance register.
5. See if any more books are needed in any of the classes. All books at Sankalp centres should be stamped with Sankalp seal.
6. Progress of school kids.
7. Update list of volunteers. Remove names of volunteers who are not active anymore. Do this in consultation with other teams.
8. Ask special classes and library team to conduct library and computer classes.
9. Review maintenance of centres.
10. Ask admissions team to check test results, select students for admission.
11. Ask exams team to conduct exams, ensure result is properly maintained.
12. Give all information needed by web team to update the website.
13. Ask creative team for design of presentation, posters etc and upload it on website and facebook group.
14. Prepare academic calendar.
15. Induction of volunteers at the end of odd semester. Give them session on training module.
16. Admission of new students in even semester. Re-admission in even semester, plus book purchase.
17. Academic report at the end of even semester.
18. Generate summary report at the end of year.
19. Give the list of final members at the end of fourth year.
20. Update the brochure of Sankalp.
21. Pass on all important Sankalp documents and files to juniors.