

OFFICE OF THE PRINCIPAL, MEMS, BALASORE.

ROAD MAP FOR CO-CURRICULAR ACTIVITIES FOR AY 2025 – 26

Creating a road-map for co-curricular activities necessitates a well-structured approach that strikes a balance between **academic priorities, skill development, and student engagement**. Below is a step-by-step guide to developing an effective roadmap:

IDENTIFY OBJECTIVES

To achieve the goal through co-curricular activities. Common objectives include:

- Enhancing **technical skills** (coding, robotics, AI, etc.)
- Developing **soft skills** (leadership, teamwork, communication)
- Encouraging **innovation and research**
- Promoting **physical well-being** (sports, fitness clubs)
- Supporting **entrepreneurship and industry exposure**.
- **Pre Placement Training classes**.

CATEGORIZE ACTIVITIES

Organizing activities can broadly categories to ensure diverse participation:

1. **Technical Clubs** (Skill Development & Innovation)
 - Coding Club
 - Robotics Club
 - AI/ML and Data Science Club
 - Electronics and IoT Club
 - Cybersecurity Club
 - AR/VR & Game Development Club
2. **Professional Development & Entrepreneurship**
 - Startup Incubation Cell
 - Hackathons & Competitions
 - Research Methodology Workshops
 - Industry Expert Talks & Webinars
3. **Cultural & Creative Activities**
 - Drama, Theatre, Solo Action Club
 - Music and Dance Club
 - Fine Arts & Photography Club
 - Literature & Debate Society
4. **Sports & Fitness**
 - Football, Cricket, Badminton
 - Gym & Yoga Club
 - Inter and Intra College Tournaments
5. **Community Service & Social Initiatives**
 - Environment & Sustainability Club
 - Women in STEM(Science,Technology,Engineering and Mathematics) Initiatives
 - Blood Donation & Social Awareness Drives

DEVELOP AN ANNUAL TIMELINE

Structure activities throughout the academic year to maintain student engagement without affecting studies.

Quarterly Plan Example

Month	Activities
July - Sept (Semester Start)	Induction Program, Club Registrations, Freshers' Hackathon, Introductory Workshops
Oct - Dec (Skill Building)	Tech Workshops, Industry Talks, Mid-Sem Hackathons, Cultural Fest Preps
Jan - March (Competitions & Exposure)	National/International Competitions, Sports Meet, Technical Paper Presentations, Off/On Campus Recruitment
April - June (Annual Wrap-Up)	<ul style="list-style-type: none">• Final Year Projects Showcase, Award Ceremonies, Farewell Event, Alumni meet

RESOURCE ALLOCATION & INFRASTRUCTURE

- **Faculty Coordinators** for guidance
- **Budget Allocation** for events, workshops, and resources
- **Industry Tie-ups** for mentorship and sponsorship
- **Infrastructure Support** (labs, auditoriums, sports grounds)
- **Alumni meet**

STUDENT ENGAGEMENT & FEEDBACK

- Use **surveys** to assess student interests
- Assign **student leaders** to manage clubs
- Conduct **quarterly reviews** to refine activities
- Provide **certifications & incentives** to encourage participation

BRANDING & PROMOTION

- Social Media Promotion (Linked-in, Instagram, YouTube, College Website)
- Regular Newsletters & Event Updates, Website Updates
- Collaboration with Other Institutes for Exposure

CONCLUSION

A structured road-map for **co-curricular activities** fosters holistic development, enhances employ-ability, and builds a dynamic campus culture. Regular assessment and adaptation based on student feedback will ensure the plan remains effective and engaging.

Principal
MEMS, Balasore