





ACADEMIC CALENDAR - 2015-16



Commissionerate of Collegiate Education Govt. of Telangana

Opp. Lata Complex, Nampally, Hyderabad-500 001. Ph: 040-24745021

	JA	ANL	JAF	₹Y			FEBRUARY				MARCH						
S		4	11	18	25	S	1	8	15	22		S	1	8	15	22	29
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	APRIL				MAY					JUNE							
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		JU	LY			AUGUST					SEPTEMBER						
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Commissionerate of Collegiate Education Govt. of Telangana

ACADEMIC CALENDAR - 2015-16

Smt. A. Vani Prasad, I.A.S., Commissioner

No.	Name	Designation	Mobile
1.	Smt. Moriah Eunice	Special Officer I	9848784977
2.	Dr. K. Padmavathi	Special Officer II	9848556317
3.	Sri B. Swamy	Assistant Director I	9848784975
4.	Sri V.Y. Chakravarthy	Assistant Director II	9848553617
5.	Sri C.P. Ashok Kumar	Asst. Director (0.D.)	9848784975
6.	Smt. B.V. Ramana	Accounts officer	9848784975
7.	Sri B. Kanaka Chary	AGO (I/C)	7660020711
8.	Sri V. Jagadiswar	Academic Officer	7660020722
9.	Sri K. Srininvas	Academic Officer	7660020733
10.	Dr. T. Annie Sheron	Academic Officer	7660020744
11.	Sri T. Naveen Chander Raju	Academic Officer	7660020710
12.	Dr. M. Nancy Serena	Academic Officer	7660020720
13.	Dr. J. Neeraja	Academic Officer	7660020730
14.	Dr. Muhammed Ghouse	Academic Officer	7660020740
15.	Sri Srinivas Reddy	Academic Officer	7660020750

CCE Website: http://ccets.cgg.gov.in

No.	Invitiative	E-mail ID
1.	CCE	commissioner.tgce@gmail.com
2.	JKC	jkc.tgce@gmail.com
3.	NAA	cnaac.tgce@gmail.com
4.	Academic Audit	academicaudit.tgce@gmail.com
5.	Trainings	rcoc.tgce@gmail.com
6.	RUSA	rusa.tgce@gmail.com
7.	Data collection	datacollection.tgce@gmail.com
8.	MANA TV	manatv.tgce@gmail.com
9.	Aided Colleges Section	aidedsection.tgce@gmail.com

May 2015

	Colle	ege Activities						
Month & Date	Activity	Description						
May 1st	Publicity Campaign for enrolment of students in colleges	Release of College Brochure by District Collector Campaigning through Brochures, Flexis, scrolling in local TV, Door to door canvassing etc.						
	JKC	Commencement of JKC Summer batch training						
May	Student Help Desk	Establishment of a Student Help Desk in the college and registration of students to various courses to be taken up						
may	CBCS	One day workshop to faculty on Implementation of CBCS from 2015-16 academic year.						
	Departmental Activities							
4th May	State Level Review Meeting	Video Conference - CCE with RJDCE & Principals - Review on Admissions						

Education: Educating the mind without educating the heart is no education at all.

May 2015

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Trust: Having assurance on the intention of ther that the other wants to make me happy always.

June 2015

	Со	llege Activities
Month & Date	Activity	Description
1st	JKC	Commencement of JKC I batch training
2 nd	Telangana State Formation Day	Celebrations for 1st to 6th June
5 th	World Environment Day & Telangana Haritaharam	Conduct of Activities to create awareness among students on environment Planning & organizing plantation program in consultation with District authorities
14	World Blood Donor Day	Red Ribbon Clubs shall conduct activities to promote awareness among students and parents
15 th	Job Mela	Job Mela to be organized at all ID colleges
	Preparation of Institutional Plan for 2014-15	Preparation of Institutional Plan by incorporating all the activities given in CCE Academic Calendar (2015-16) & College Annual Academic Performance Report (AAPR) 2014-15.
l week	Preparation of Annual Curricular Plan (Lecturer wise)	Preparation of Dept wise/Lecturer wise Annual curricular plan incorporating curricular, co-curricular and extra-curricular activities. Preparation of NCC/NSS/College Social responsibility Cell & others Annual Action Plan.
	Student Admissions	Commencement of Admissions as per respective university norms.
	College Level Review Meeting by Principal	Review of Department wise Annual Curricular Plans - share & discuss innovative teaching learning techniques etc.
	IQAC	IQAC Meeting with all the departments
	District Level Review Meeting by ID College Principal	Review of all GDCs in the district by ID College Principal – Finalization of Annual DRC activities plan.
	Review Meeting by RJDCE	Review of all colleges under jurisdiction through ID Principals
II week	Commencement of classes for II & III year students	Annual Curricular Plans shall be followed strictly & reflected in Teaching Diary and Teaching Notes
	Result Analysis	College Level, Department wise & Lecturer wise Progressive Result analysis and submission to O/o CCE. Planning for Remedial teaching.
IV Saturday	Swachha Bharath - Swachha Telangana & Hobby Day	Cleaning of College Premises including Rooftops, Terraces, Overhead Tanks & Sumps Exhibition of literary works like Poetry, Short stories, news reports collected or written by Students/staff.
June	DCEDRC	1st Meeting of DCEDRC

June 2015

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	Departmenta	l Activities
I Thursday	State Level Review Meeting	Video Conference/ Meeting - CCE with RJDCE & Principals
l Week	State Teacher Awards	Inviting proposals from colleges/universities
II Week	Quality Enhancement Initiative NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation
III week	MANA TV presenters Selection & training	Identification of MANA TV presenters, Training at SAPNET studios
IV Week	MANA TV Topic selection workshop	To prepare the annual MANATV Schedule for 2015-16

July 2015

	Colleg	e Activities
Month & Date	Activity	Description
1 st	CBCS	Commencement of 1st Semester to I year students
15 th	Job Mela	Job Mela to be organized at all ID colleges
l week	Orientation for First year students	College activities, Facilities, Certificate/Add on Courses etc. Identification of Teacher counsellors to each class and display the list
	Anti-Ragging campaign	Organizing Anti Ragging Campaign in the college premises.
	IQAC	Meeting of IQAC Executive Body
I & II week	Review Meetings at different Levels Student Progression	Review of Academic, Administrative and financial aspects Recording Student progression
II Week	Student Representatives meeting Commencement of	Nomination of select students on committees like Academic, Sports, Cultural, literary, etc. Class room seminars, Study Projects, Field
	Student centric activities Medical Camp	trips and competitions etc., Medical camp in collaboration with District Health Officials
III Week	Extension Activities & College Social Responsibility Cell	Enrolment of students into NCC/ NSS/ Sports/Cultural etc. Organinsing related activities
I Saturday	Staff Council meeting	Meeting of the Principal with Heads of departments to review previous month's activities and plan for current month's activities
III Saturday	Staff Meeting	Meeting of the Principal with staff
IV Saturday	Swachha Bharath - Swachha Telangana & Hobby Day	Cleaning of College Premises including Rooftops, Terraces, Overhead Tanks & Sumps Crafts exhibition by students /staff
	Telangana Haritaharam	Organizing plantation program in consultation with District authorities
July	JKC Day	A PPT presentation/ Talk/ Skit/ Seminar to all students (class wise) on Career Prospects by H.R. representative/JKC trainee/ Coordinator or Mentor/Guest Lecturers etc.

July 2015

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	Departmental Activities					
1st Thursday	State Level Review Meeting	Video Conference/ Meeting - CCE with RJDCE & Principals				
I Week	Result Analysis	Consolidation and completion of Result analysis				
Last week	Academic Audit in Private Aided Colleges	For quality improvement in academic programs of colleges				
July	Quality Enhancement Initiative NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation				

August 2015

	College Activities				
Date	Activity	Description			
15 th	Independence Day celebrations Academic Festival 2014-15	Conduct of related activities at college level. Presentation of awards to toppers in Academics (subject wise & group wise).			
26 th	Women's Equality Day	Conduct of related activities by ICC			
29 th	Telugu Bhasha Dinotsavam	Conduct of related activities			
l week	DRC	II Meeting			
	IQAC	IQAC Meeting with all the departments			
I & II week	Review Meetings at different Levels	Review of Academic, Administrative and financial aspects			
III Week	Field/Industry visit	Organizing field/ industrial visits to students			
	I unit Exams – II & III yrs	Conduct of examinations and recording of marks in the proforma provided			
Last	Add-on Courses	2 day workshop to students by each department			
Week	Consumer awareness programs	Intercollegiate / interdepartmental activities			
	Career Counselling programs	Display of notifications on College Wall Magazine & guidance for application			
l Saturday	Staff Council meeting	Meeting of the Principal with Heads of departments to review previous month's activities and plan for current month's activities			
III Saturday	Staff Meeting	Meeting of the Principal with staff			
IV Saturday	Swachha Bharath - Swachha Telangana & Hobby Day	Cleaning of College Premises including Rooftops, Terraces, Overhead Tanks & Sumps Dance, Music, Dramatics- Street plays, Skits etc. by students/ staff			
	Telangana Haritaharam	Organizing related activities in consultation with District authorities			
August	Eco fest	Organising activities related to Environment protection like Water management, Waste management etc. Display of student projects and conduct of competitions			
	ICC	Training to all girl students in Un Armed Combat Techniques			

August 2015

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Departmental Activities						
1st Thursday	State Level Review Meeting	Video Conference/ Meeting - CCE with RJDCE & Principals				
3rd Saturday	MANA TV Special Live Telecast	Environment Protection				
August	Quality Enhancement Initiative - NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation				

September 2015

	College	e Activities
Date	Activity	Description
5 th	Teachers' Day	Celebration of Teachers' Day
8 th	International Literacy Day	Organizing Inter/Intra College Literary Fest
15 th	Job Mela	Job Mela to be organized at all ID colleges
22 nd	Hindi Divas celebrations	Organizing related activities
24 th	NSS Day	NSS activities
Lucal	DRC	III Meeting Workshop with UGC coordinators on mobilization & utilization of UGC funds
l week	Extension activities	Organizing Guest lecturers /Field visits etc.
	IQAC	IQAC Meeting with all the departments
II week	Review Meetings at different Levels	Review of Academic, Administrative and financial aspects
II WEEK	CPDC meeting	Meeting of College CPDC to review and discuss various matters
II week	Teacher Evaluation Process	Collection of student feedback on every teacher by IQAC Analysis & Action taken by Principal Documentation for Academic Audit
	Parents Meeting	Teachers meet the parents
	Annual Sports, Cultural & literary Meet	Organizing annual Sports, Cultural &Literary fest. conducting competitions
III week	CBCS	College level review on CBCS
	II unit Exams – II & III yrs	Conduct of examinations and recording of marks as per the proforma
Last Week	Student centric activities	 Class room seminars, Study Projects and competitions etc., Remedial Instruction
	College Social Responsibility Cell	Organizing related activities
I Saturday	Staff Council meeting	Meeting of the Principal with Heads of departments
III Saturday	Staff Meeting	Meeting of the Principal with staff
IV Saturday	Swachha Bharath - Swachha Telangana & Hobby Day	Cleaning of College Premises including Rooftops, Terraces, Overhead Tanks & Sumps. Photo, Drawing, Sketching & Painting Exhibition by students/ staff
June	DCEDRC	2 nd Meeting of DCEDRC

September 2015

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Departmental Activities						
1st Thursday	State Level Review Meeting	Video Conference/ Meeting - CCE with RJDCE & Principals				
3rd Saturday	MANA TV Special Live Telecast	Dial the Doctor/ Nutritionist				
l Week	State Teacher Awards	Presentation of Awards to Teachers on Teachers' Day				
September	Quality Enhancement Initiative - NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation				

October 2015

	College	e Activities
Date	Activity	Description
2 nd	Gandhi Jayanti & Lal Bahdur Sastri Jayanti	Celebration of days
31st	National Integration Day	Conduct of related activities
	Review Meetings at different Levels	Review of Academic, Administrative and financial aspects
Lucak	IQAC Evaluation	 IQAC Meeting with all the departments. Collection of Students' feedback on teachers, Analysis, submission of analysis report to Principal Action of Principal on Students' feedback on teachers.
l week	Projects Display Day	Conduct of Science/Arts/Commerce Fest Display of Research, study projects and achievements.
	JKC Day	A PPT presentation/ Talk/ Skit/ Seminar to all students (class wise) on Career Prospects by H.R. representative/JKC trainee, Coordinator or Mentor/Guest Lecturers etc.
III Week	Bathukamma Festival	Conduct of related activities
I Saturday	Staff Council meeting	Meeting of the Principal with Heads of departments to review previous month's activities and plan for current month's activities
III Saturday	Staff Meeting	Meeting of the Principal with staff
IV Saturday	Swachha Bharath - Swachha Telangana	Cleaning of College Premises including Rooftops, Terrace, Overhead Tanks & Sumps
	Departme	ntal Activities
1 st Thursda y	State Level Review Meeting	Video Conference/ Meeting - CCE with RJDCE & Principals
3 rd Saturday	MANA TV Special Live Telecast	Study opportunities in Higher Education
October	Quality Enhancement Initiative NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation

October 2015

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November 2015

	College A	ctivities	
Date	Activity	Description	
11 th	National Education day	Conduct of related activities	
14 th	Pandit Jawahar Lal Nehru Birthday/World Diabetes day	Conduct of related activities	
15 th	Job Mela	Job Mela to be organized at all ID colleges	
14th -20th	20th National Library Week 1.Organizing programs to increading habits 2.Assignments to encourage visit libraries and use the resmaximum.		
	Communal Harmony / College Social Responsibility Week	Conduct of related activities etc.	
	IQAC	IQAC Meeting with all the departments	
l week	JKC	Commencement of JKC II batch training Organizing Campus drive	
	Career Guidance Cell	Conducting coaching classes for students to prepare for EdCET/ PGCET/Competitive examinations etc.	
II week	Review Meetings at different Levels	Review of Academic, Administrative and financial aspects	
	DRC	IV Meeting	
III Week	III Unit Exams – II & III yrs	Conduct examinations, ensure student attendance and record marks	
Last Week	Sports & Cultural Fest	Organizing District level Sports, cultural & Literary festival	
I Saturday	Staff Council meeting	Meeting of the Principal with Heads of departments to review previous month's activities and plan for current month's activities	
III Saturday	Staff Meeting	Meeting of the Principal with staff	
IV Saturday	Swachha Bharath - Swachha Telangana & Hobby Day	Conducting specified activities Food Mela and Exhibition of Stamps, Coins, etc. collected by students / staff	

November 2015

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Departmental Activities						
Date	e Activity Descript					
1st Thursday	State Level Review Meeting	Video Conference/ Meeting - CCE with RJDCE & Principals				
3rd Saturday	MANA TV Special Live Telecast	Preparation for competitive exams tips & strategies				
November	Quality Enhancement Initiative NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation				

December 2015

	College Activities				
Date	Activity	Description			
1 st	CBCS	Commencement of 2nd Semester to I year students			
Ja	AIDS day	Red Ribbon Clubs conduct AIDS awareness programs in collaboration with District officials			
10 th	Human Rights Day	Conduct of related activities			
24 th	National Consumer Day	Competitions & awareness programs			
	Communal Harmony / College Social Responsibility Week	Conduct of related activities etc.			
	Review Meetings at different Levels	Review of Academic, Administrative and financial aspects			
l week	IQAC	Meeting of IQAC Executive Body			
1 WCCR	JKC	Commencement of JKC training & Organizing Campus drive			
	Career Guidance Cell	Conducting coaching classes for students to prepare for EdCET/ PGCET/Competitive examinations etc.			
	Term Exams – II & III yrs	Conduct examinations, ensure student attendance and record marks			
II Week	State Level Sports & Cultural Fest	Organizing State level Sports & Cultural Festival			
ii week	Staff Council meeting	Meeting of the Principal with Heads of departments to review previous month's activities and plan for current month's activities			
I Saturday	Staff Meeting	Meeting of the Principal with staff			
III Saturday	Swachha Bharath Cleaning of College Premises incl				
December	DCEDRC	3rd Meeting of DCEDRC			
		tal Activities			
I Thursday	State Level Review Meeting	Video Conference/ Meeting - CCE with RJDCE & Principals			
Ouglity Enhancement Visit by Academic Cell member		Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation			

December 2015

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January 2016

College Activities					
Date	Activity	Description			
12 th	National Youth day	Celebration of the day			
25 th	National Voters day	Organize programmes to sensitize students on exercising the franchise			
26 th	Republic day	Celebration of Republic Day			
l week	IQAC	IQAC Meeting with all the departments			
I & II week	Review Meetings at different Levels	Review of Academic, Administrative and financial aspects			
Last Week	Pre-Final Exams – II & III yrs	Conduct Pre final examinations in theory & practical, ensure student attendance and record marks			
I Saturday	Staff Council meeting	Meeting of the Principal with Heads of departments to review previous month's activities and plan for current month's activities			
III Saturday	Staff Meeting	Meeting of the Principal with staff			
IV Saturday	Swachha Bharath - Swachha Telangana	Cleaning of College Premises including Rooftops, Terrace, Overhead Tanks & Sumps			
January	JKC	Organizing Campus drives JKC Day - A PPT presentation/ Talk/ Skit/ Seminar to all students (class wise) on Career Prospects by H.R. representative/JKC trainee, Coordinator or Mentor/Guest Lecturers etc.			
Career Guidance Cell		Conducting coaching classes for students to prepare for Ed.CET/ PGCET/Competitive examinations etc.			
	Departm	ental Activities			
1 st Thursday	State Level Review Meeting	Video Conference/ Meeting - CCE with RJDCE & Principals			
3rd Saturday	MANA TV Special Live Telecast	Focus on Examination Preparation & Stress Management			
Last Week	Review Meeting with all Academic Advisers	To review the academic audit conducted both in GDCs & Private aided colleges during 2015-16			
January	Quality Enhancement Initiative NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation			

January 2016

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February 2016

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	College Activities						
Date	Activity	Description					
15 th	Job Mela	Job Mela to be organized at all ID colleges					
21 st	Antarjaatiya Matru Bhasha Dinotsavam	Celebrating the Day					
I Week	CPDC meeting	Meeting of College CPDC to review and discuss various matters					
1 WCCK	IQAC	IQAC Meeting with all the departments					
	Review Meetings at different Levels	Review of Academic, Administrative and financial aspects					
II Week	Practical Exams – II & III yrs	Commencement of University Practical examinations					
II WEEK	Performance improvement activities	Revision and Remedial classes to needy students					
	JKC & Career Guidance Cell	Organizing Campus drives					
III week	Parents Meeting	Teachers meet the parents					
l Saturday	Staff Council meeting	Meeting of the Principal with Heads of departments to review previous month's activities and plan for current month's activities					
III Saturday	Staff Meeting	Meeting of the Principal with staff					
February	DCEDRC	4th Meeting of DCEDRC					
	Departmental	Activities					
1 st Thursday	State Level Review Meeting	Video Conference/ Meeting - CCE with RJDCE & Principals					
February	Quality Enhancement Initiative NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation					

February 2016

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March 2016

	College Activities					
Date	Activity	Description				
8 th	International Women's Day	Conduct of related activities & competitions for students & staff				
l Week	Budget Utilization	Submission of all bills to DTO				
I Week	IQAC	IQAC Meeting with all the departments				
II week	Review Meetings at different Levels	Review of Academic, Administrative and financial aspects				
II Week	University Exams – II & III yrs	Commencement of University Theory examinations (2013-14)				
Last Week	Stock Verification	Stock verification of Laboratories and Libraries.				
I Saturday	Staff Council meeting	Meeting of the Principal with Heads of departments to review previous month's activities and plan for current month's activities				
III Saturday	Staff Meeting	Meeting of the Principal with staff				
	Departme	ntal Activities				
1st Thursday	State Level Review Meeting	Video Conference/ Meeting - CCE with RJDCE & Principals				
March	Quality Enhancement Initiative NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation				

March 2016

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April 2016

	Colle	ge Activities					
Date	Activity	Description					
5 th	Babu Jagjivan Ram's birthday	Celebrating the day					
14 th	Dr. B.R. Ambedkar's birthday	Celebrating the day					
	Preparation of Annual Academic Performance Report	Prepare of college Annual Academic Performance Report (AAPR) and submit soft copy to CCE					
l week	IQAC	Preparation of IQAC report, upload to college website and submission of softcopy to naac.tgce@gmail.com					
	Preparation of college Annual Academic Plan for 2016-17.	Preparation of college Annual Academic Plan for 2016-17.					
	Preparation of DRC Annual Activity plan for 2016-17	Preparation of DRC Annual Activity plan for 2016-17					
II Week	Preparation of Financial plan for 2016-17	Preparation of details of income through different sources, expenditure and other requirements etc. Preparation of necessary proposals along with enclosures for submission for financial assistance from different agencies like UGC, RUSA, State Govt. etc. Keeping proposals ready for additional requirements of the college.					
I Saturda y	Staff Council meeting	Meeting of the Principal with Heads of departments to review previous month's activities and plan for current month's activities					
April	Career Guidance Cell	Conducting coaching classes for students to prepare for EdCET/ PGCET/Competitive examinations etc.					
	Departm	nental Activities					
1 st Thursd ay	State Level Review Meeting	Video Conference/ Meeting - CCE with RJDCE & Principals					
April	Quality Enhancement Initiative NAAC	Visit by Academic Cell members to GDCs on NAAC Assessment and Accreditation					

April 2016

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S. No	District	ID College	Details of the Principal
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	JA	ML	JAF	RΥ			FEBRUARY						MARCH					
S	31	3	10	17	24	S		7	14	21	28	S		6	13	20	27	
M		4	11	18	25	M	1	8	15	22	29	M		7	14	21	28	
T		5	12	19	26	T	2	9	16	23		Т	1	8	15	22	29	
W		6	13	20	27	W	3	10	17	24		W	2	9	16	23	30	
T		7	14	21	28	T	4	11	18	25		Т	3	10	17	24	31	
F	1	8	15	22	29	F	5	12	19	26		F	4	11	18	25		
S	2	9	16	23	30	S	6	13	20	27		S	5	12	19	26		

	APRIL MAY									JUNE									
S		3	10	17	24		S	1	8	15	22	29		S		5	12	19	26
M		4	11	18	25		M	2	9	16	23	30		M		6	13	20	27
Т		5	12	19	26		Т	3	10	17	24	31		Т		7	14	21	28
W		6	13	20	27		W	4	11	18	25			W	1	8	15	22	29
Т		7	14	21	28		Т	5	12	19	26			Т	2	9	16	23	30
F	1	8	15	22	29		F	6	13	20	27			F	3	10	17	24	
S	2	9	16	23	30		S	7	14	21	28			S	4	11	18	25	

	JULY							AUGUST						SEPTEMBER					
S	31	3	10	17	24		S		7	14	21	28		S		4	11	18	25
M		4	11	18	25		M	1	8	15	22	29		M		5	12	19	26
T		5	12	19	26		Т	2	9	16	23	30		T		6	13	20	27
W		6	13	20	27		W	3	10	17	24	31		W		7	14	21	28
Т		7	14	21	28		T	4	11	18	25			T	1	8	15	22	29
F	1	8	15	22	29		F	5	12	19	26			F	2	9	16	23	30
S	2	9	16	23	30		S	6	13	20	27			S	3	10	17	24	

	OCTOBER						NOVEMBER						DECEMBER					
S	30	2	9	16	23		S		6	13	20	27	S		4	11	18	25
M	31	3	10	17	24		M		7	14	21	28	M		5	12	19	26
Т		4	11	18	25		Т	1	8	15	22	29	T		6	13	20	27
W		5	12	19	26		W	2	9	16	23	30	W		7	14	21	28
Т		6	13	20	27		Т	3	10	17	24		T	1	8	15	22	29
F		7	14	21	28		F	4	11	18	25		F	2	9	16	23	30
S	1	8	15	22	29		S	5	12	19	26		S	3	10	17	24	31