



## DUTY LIST FOR SNAPSHOTS 4.0

### (AN ALL-INDIA INTER-SCHOOL COMPETITION)

*A picture can capture the soul and heart*

After the success of SNAPSHOTS 3.0 held in August 2022 the school is ready to roll out the carpet for SNAPSHOTS 4.0. This year we bring forth a plethora of skill based activities under the umbrella of this pan India online Inter School Photography Competition. Let us get ready to witness the vantage of the budding photographers through their lens.

For the success of the event the staff is required to collaborate and shoulder responsibility as follows:

#### AREAS OF RESPONSIBILITY

S.NO	EVENT NAME	TEACHER IN- CHARGE(S)	STUDENT IN- CHARGE(S)	DATE OF COMPLETION
1	Cover Page Designing	Mr Niladri S Das	Parth Babbar (XII A) Pawani Saxena (XII D)	03.08.2023
2	Templates and creatives for social media	Mr Niladri S Das	Charvi Agarwal (XII A) Pawani Saxena (XII A)	05.08.2023
3	Invite and details of the events	Mr Niladri S Das Ms Kamna Joshi	Janhavi Dixit (XII D) Pawani Saxena (XII D) Charvi Agarwal (XII D)	01.08.2023
4	Mailing of Invite and details of event	Mr Niladri S Das	Niyati Arora (XII D) Saanvi Bindal (XII D) Ayurda Singh (XII D) Naisha Sharma (XII D) Charvi Agarwal (XII A) Janhavi Dixit (XII D)	11.08.2023
5	Update on Instagram	Mr Niladri S Das	Janhavi Dixit (XII D) Charvi Agarwal (XII A)	16.08.2023
6	Update on School website and Facebook	Ms Rashi Anand	Janhavi Dixit (XII D) Charvi Agarwal (XII A)	17.08.2023
7	Google Forms Making (For Submissions)		Charvi Agarwal (XII A)	15.08.2023
8	Invitation and Coordination with judges	Ms Rashi Anand	--	--
9	Compilation of Registration	Mr Deepti Tiwari	Niyati Arora (XII D) Saanvi Bindal (XII D) Ayurda Singh (XII D) Naisha Sharma (XII D) Charvi Agarwal (XII A) Janhavi Dixit (XII D)	17.08.2023- 20.08.2023
10	Judgement Sheet	Mr Niladri S Das	Students Incharges	21.08.2023
11	PPT for Judgement	Mr Niladri S Das	Naisha Sharma (XII D) Piyush D Kumar (XI D) Ashwin Anil (X A)	22.08.2023
12	Certificate Designing (Awards and Participation)	Ms Deepti Tiwari	Pawani Saxena (XII D) Parth Babbar (XII A)	24.08.2023
13	Labelling of Participants Certificate	Ms Abha Bharadwaj Ms Mamta Maggu	Student Volunteers	26.08.2023- 27.08.2023
14	Courier of Certificates	Ms Deepti Tiwari	--	29.08.2023
15	Printing of banners	Mr Yuvraj Panwar	Pawani Saxena (XII D)	24.08.2023
16	Compilation of the Final Results and uploading on website / Social Media Platforms	Mr Raj Kumar Mr Niladri S Das	All In-Charges are to compile results of their department and forward it to Mr Niladri S Das	29.08.2023
17	Video Compilation for Valedictory Function	Ms Rashi Anand Mr Niladri S Das	Pawani Saxena (XII D) Parth Babbar (XII A)	25.08.2023
18	Valedictory Function (VENUE : AUDITORIUM)	Ms Rumpa B.	Janhavi Dixit (XII D) Charvi Agarwal (XII A)	25.08.2023
		Mr.Pradeep Pallavi Ms. Khushi Pallavi	Music Students	25.08.2023
		Mr Swapan M.	Dance Students	25.08.2023
		Ms Meetu Tiwari Ms Asha Menon Ms M Gulati Mr. Raj Kumar	VOLUNTEERS	25.08.2023

19	Technical Support for Valedictory Function	Mr Raj Kumar	Pawani Saxena (XII D) Parth Babbar (XII A)	25.08.2023
20	Hospitality	Ms Neha Gupta	Home Science Students (XI-XII) Supreme Council (President, Vice President) Janhavi Dixit (XII D) Charvi Agarwal (XII A)	25.08.2023
21	Lighting Of the Lamp Procurement of Planter	Ms. Shally Walia	Supreme Council (President, Vice President) Janhavi Dixit (XII D) Charvi Agarwal (XII A)	--
22	Thank You Letter and Video- Compilation of the Whole Event	Ms Rashi Anand & Ms. Deepti Tiwari	Janhavi Dixit (XII D) Charvi Agarwal (XII A) Pawani Saxena (XII D) Parth Babbar (XII A)	26.08.2023
23	Packing and Labelling of Gifts	Mr Prabhat Mishra Mr Anshul Dubey	Niyati Arora (XII D) Saanvi Bindal (XII D) Ayurda Singh (XII D) Naisha Sharma (XII D) Charvi Agarwal (XII A) Janhavi Dixit (XII D)	25.08.2023
24	PPT of sponsorships with Promotion details	Mr Niladri S Das	Parth Babbar (XII A) Charvi Agarwal (XII A) Janhavi Dixit (XII D) Pawani Saxena (XII D) Parth Babbar (XII D) Janhavi Dixit (XII D)	31.08.2023
25	Dispatch of Gifts	Mr Niladri S Das Ms. Deepti Tiwari	Charvi Agarwal (XII A) Janhavi Dixit (XII D)	30.08.2023

EVENT	VENUE
EVENT 1B	FOR PHOTOGRAPHY- BACK COURTYARD EDITING – SENIOR SECONDARY LAB
EVENT 2B	FOR PHOTOGRAPHY- ENG. GRAPHICS ROOM EDITING – AI LAB
EVENT 3B	FOR PHOTOGRAPHY- FRONT YARD EDITING – SENIOR LAB

#### JUDGES:-

1. Mr Virender Adhikari
2. Nominated faculty from Adobe
3. Nominated faculty from Pearl Academy

#### DETAILS OF THE EVENT WITH DATES FOR SUBMISSION / DECLARATION OF RESULTS: -

- The entries for the photography competition will be sent through Google forms latest by 21 August, 2023.
- Compilation of all entries in the form of PPT for judgement will be done by 22 August, 2023.
- A pdf will be made by 28 August, 2023 with the details of all the participants' entries and winning photographs will be released by the school on 29 August, 2023.
- Certificates for winners and participants will be sent through courier on 29-30 August, 2023 by the respective Teacher-in-Charge.

#### Overall In-Charge(s):

- Student Team
- Mr Niladri S Das, Ms Rashi Anand & Ms. Deepti Tiwari

To make the event once again a grand success, I anticipate that the staff will give in the best Snapshots 4.0.

**ALL THE BEST !!!**

#### Distribution

VPL, HMs, Academic Coordinator  
All Staff, Website, File

Asha Prabhakar  
(Principal)

स्वच्छ भारत

एक कदम स्वच्छता की ओर