



OXAMITE 3.0
(AN INTER-SCHOOL IT & AI EVENT)

The school will be hosting **Oxamite V 3.0** – an Inter-School IT /AI Event on 13 &14 May, 2024. Various events to be conducted are given below with the names of the Co-ordinators and other information as indicated against each:

Overall I/C : Vice Principal
Convenors : Ms M Gulati & Ms A Menon

S.NO	TITLE OF ACTIVITY	INCHARGE	CLASSES	MODE	VENUE	OFFLINE DATE
1	Craft Rivalry	Ms M Tripathi	VIII	Online	----	13.05.2024
2	Doodling	Ms M Gulati	IX-XII	Online	-----	13.05.2024
3	App venture	Ms S Malik	VIII	Online	-----	13.05.2024
4	Digital Avatar Designing	Ms A Menon	IX-XII	Online	-----	13.05.2024
5	Film Fusion	Ms M Gulati Ms S Malik	IX-XII	Online	Middle Computer Lab	14.05.2024
6	Debate IT Out	Ms R Sondhi Ms A Menon	IX-XII	Offline	Auditorium	14.05.2024
7	Tech Tank	Mr U Verma Ms M Tripathi	IX-XII	Offline	Sr Computer Lab	14.05.2024

Overall Co-ordination, Request for providing substitution to the Item Incharge	Ms M Tripathi
Entry Form Incharge (Through Google Forms)	Respective Events Incharge (All Incharges are required to update the Convener and Vice Principal about the registrations received on a regular basis)
Inviting Judges for individual events	Respective Event Incharges to put up the proposal to Principal Ma'am
Designing of E-Certificates	Anindita Pandey(XII B) under the supervision of Ms A Menon
Designing and Printing of Banners	Ms Sonam M & Mr Rajkumar. <i>(Task to be completed by 9.5.24)</i>
Budget and Minute Sheets	Ms M Gulati under the supervision of VPL <i>(Task to be completed by 7.5.24)</i>
Result Compilation	Ms Meetu T
Online Result Declaration Video	Ms Asha Rajan <i>(Task to be Completed by 15.5.24)</i>
Uploading of Results on School Website	Mr Yograj & Mr Niladri along with President & Secretary –Photography Club <i>(Task to be Completed by 15.5.24)</i>
Photo Coverage (Item wise photographs are to be uploaded on the school website).	Mr Niladri S Das to create a google drive link to collect captioned pics of each event (Respective I/Cs will upload the photographs for their event in the Drive Link)
Mailing E-certificates to participating schools: After closure of the event	Mr Mohit <i>(Task to be Completed by 15.5.24)</i>
'Thank you' letters for schools	Ms. Deepti T <i>(Task to be Completed by 14.5.24)</i>
Report Writing (30.04.24)	Ms Poonam & Aryan Paliwal (XII A) <i>(Task to be Completed by 14.5.24)</i>
Uploading of Report (with Photographs) on School Website.	Mr Yograj Malik <i>(Task to be Completed by 15.5.24)</i>
Press Coverage	Ms Suman S. & Ms Mamta M

For Offline Events

Registration Desk & Welcoming and Guiding the incoming Schools	Ms Philo Maria Alexander & Ms Poonam along with student Volunteers
Hospitality for Judges and Guests	Ms Neha G & Ms Namrta
Food and Beverages for participants	
Setting up of venues	Ms. Shubha R & Respective I/Cs
Issue of Mikes, Speakers etc.	Mr P Pallavi, Mr Swapan M, Mr Jagat Pal

Valedictory Function- On 14.05.24 at 12:00 Noon

Emcee Mentor	Ms Kamna J
Choir	Mr P Pallavi
Dance	MS Kavita P
Prizes Distribution	Ms Abha B & Mr Dipti Singh

Distribution

VPL, HMs, A.O & All Staff (via e-mail)
Website, A Razdan (File)

