

Institute of Information Technology & Management

September 6, 2023

NOTICE/ACAD/51

Orientation Programme & Commencement of Classes

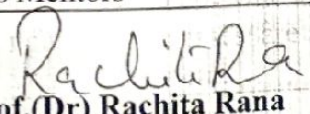
MCA, MBA, BCA(1st & 2nd Shift), BBA(1st & 2nd Shift) &
B.Com.(Hons.) (1st & 2nd Shift) Prog. – First Year (AY 2023-24)

All faculty members and staff are informed that the Orientation Programme for the new entrants of 2023-24 batches in respect of MCA, MBA, BCA(1st & 2nd Shift), BBA(1st & 2nd Shift) & B.Com.(Hons.) (1st & 2nd Shift) is planned on Sept. 11, 2023 as per the following schedule.

Orientation Programme

S. No.	Time	Activity/Venue	Person(s) Responsible
Prog : MCA, BCA (1st & 2nd Shift)			
1.	10:30-10:45 am.	Reception and directing the students to the Auditorium (basement)	Mentors
2.	10:45-11:30 am	1. General briefing At the Auditorium (Basement)	Director / CSE (HOD) All faculty members who are not engaged in classes are to be seated in basement.
3.	11:30 onwards	Class mentors are to direct the students to the respective classrooms for Registration	By respective Programme Coordinator & Class Mentors
Prog : BBA (1st & 2nd shift)			
1	12:30-12:45 pm.	Reception and directing the students to the respective classrooms	Mentors
2	12:45-02:30 pm	1. General briefing At the Auditorium (Basement)	Director / Management (HOD) All faculty members who are not engaged in classes are to be seated in basement.
3	02:30 onwards	Class mentors are to direct the students to the respective classrooms for Registration	By respective Programme Coordinator & Class Mentors
Prog : MBA, B.Com.(H) (1st & 2nd shift)			
1	03:30-03:45 pm.	Reception and directing the students to the respective classrooms	Mentors
2	03:45-04:30 pm	1. General briefing At the Auditorium (basement)	Director / Management (HOD) All faculty members who are not engaged in classes are to be seated in basement.
3	04:30 onwards	Class mentors are to direct the students to the respective classrooms for Registration	By respective Programme Coordinator & Class Mentors

Commencement of Classes : 11.09.2023


Prof.(Dr) Rachita Rana
Director

Distribution:

1. Notice Board
2. Institute's website