



BHARATI VIDYAPEETH
(DEEMED TO BE UNIVERSITY)
INSTITUTE OF MANAGEMENT & RESEARCH, NEW DELHI
A-4 Paschim Vihar, Rohtak Road, New Delhi – 110063

Orientation Programme for BCA 1st year (2020-2023 batch) from 21st September to 4th October 2020

Dear students,

It gives us immense pleasure to congratulate and welcome you to BVIMR family. You are going to be a part of a business school that will not only enhance your intellectual and professional skills but also provide a career path that will make a meaningful difference in your life. At BVIMR, we are devoted to provide stimulating learning environment, hand on experience and sound resources for building managerial skills required in this competitive environment.

The foundation of Bharati Vidyapeeth was laid down in the year 1964 by Late Dr. Patangraoji Kadam. Since then, the trust has grown many folds due to the foresight and visionary leadership of its founder and is currently privileged of having 187 educational institutions under its aegis imparting quality education from pre-primary to doctoral research level.

We cognize that the pleasure of joining a new institution is accompanied by feeling of excitement, nervousness and anxiety. Keeping this in mind and to know you better in the coming days, the institute has planned an “ORIENTATION PROGRAMME” to familiarize you with various aspects of university, institute, courses, faculty and much more. **Accordingly, you are required to ensure your presence at Microsoft teams’ portal of BVIMR at 9:00am on 21st September 2020.**

Lastly, if you have any question please feel free to contact Ms. Anuradha Nain (class coordinator BCA 1 Morning shift) and Mr. Mahesh Kumar Chaubey (Class Coordinator- BCA-1 Afternoon shift), maheshkumar.chaubey@bharativedyapeeth.edu/anuradha.nain@bharativedyapeeth.edu Please note that attendance is compulsory and absentees will be liable for disciplinary action.

Wish you a happy stay and fruitful journey at BVIMR!

Mr. Mahesh Kumar Chaubey
(Programme Coordinator BCA 1ST SEM)

Dr. A K Srivastav
HOD

Dr. Vikas Nath
Director(I/C)

Schedule for Orientation Programme

BCA 1st Semester (2020 -2023 Batch) Afternoon Shift
(21-Sep-2020 TO 4-Oct -2020)

DAY-1: 21st September 2020 (Monday)

Time	Particulars	Faculty
Day -1	Programme Coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),	Class coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
01:00 PM - 01:30 PM	Online Registration	Class coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
01:30 PM - 02:00 PM	Interaction with Class Coordinator	Class coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
02:10 PM - 3:00 PM	An introduction to Bharati Vidyapeeth, Bharati Vidyapeeth University & its Constituent Units	Dr. A.K Srivastav (Professor, BVIMR)
03:00 PM - 03:50 PM	How to use Microsoft Teams?	Dr. Bhawna Duggal (Assistant Professor, BVIMR),
03:50 AM-4:05 PM	Break	
04:05 PM - 05:00 PM	Journey from School to College	Mr. Andrew (Senior Manager - Institutional Engagements (UPES))

DAY -2: 22nd September 2020 (Tuesday)

Day -2	Programme Coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),	Class coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),)
01:00 PM - 01:50 PM	Exam Rules by Exam Incharge (Eligibility Issues, CBCS System, ATKT Rules, Important Notices to be followed regarding exams, Details about Environmental studies exam , issues related to Year back)	Dr. Ajay Sahni (Assistant Professor, BVIMR)
02:00 PM - 02:50 PM	Virtual Tour of BVIMR	Dr. Ashima Bhatnagar (Assistant Professor, BVIMR)
3:00 PM-03:50 PM	A Talk by HOD and Discipline Committee on student welfare issues such as Ragging, Grievance handling, Dress Code and Discipline, Attendance	Dr. A.K Srivastav (Professor, BVIMR), Mr. Anuj Kumar (Assistant Professor, BVIMR)
03:50 PM -04:05 PM	Break	
04:05 PM - 5:00 PM	Session on online Education and its challenges	Ms. Jigyasa (Associate Analyst at E&Y)

DAY -3: 23rd September 2020 (Wednesday)

Day -3	Programme Coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),	Class coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
01:00 PM - 01:50 PM	A Snippet of BCA program7 (Relevance of the course pack, PTM, Attendance etc.)	Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
02:00 PM - 02:50 PM	Session by IT Department -Rules & Regulations of Computer Labs, IT resources (H/W & S/W)	Mr. Ajay Kumar (Assistant Professor, BVIMR),
3:00 PM - 03:50 PM	Online Industrial Visit and Placement	Ms. Neelam Sharma (Associate Professor, BVIMR)
03:50 PM- 04:05 PM	BREAK	
04:05 PM - 5:00 PM	Introduction to Knowledge Resource Centre at BVIMR (library Resources &Library Rules)	Dr. Anoop Kumar Pandey Associate Professor at BVIMR)

DAY - 4: 24TH September 2020 (Thursday)

Day-4	Programme Coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),	Class coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
1:00PM - 01:50 PM	Effective use of MS Office	Mr. Rakesh Chawla (Guest faculty at BVIMR)
2:00 PM -02:50 PM	Importance of Ethics in life	Mr. Jeevan's (Financial Analyst-Fidelity International)
03:00 PM – 03:50 PM	A session on ERP (www.bvimrcampus.com)	Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
03:50 AM-04:05 PM	Break	
04:05 PM -5:00 PM	Carrier Path in Data Science	Mr. Priyank Aneja Business Analyst Capgemini India

DAY- 5: 25TH September 2020 (Friday)

Day -5	Programme Coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),	Class coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
1:00 PM to 1:50 PM	Management lessons from Shrimad Bhagwat Geeta	Mr. Sanjoy Roy (Assistant Professor, BVIMR),
02:00 PM- 02:50 PM	Introduction to Alumni Association (United Brethren)	Ms. Rupal Prajapati (Alumni, BVIMR)
03:00 PM – 03:50 PM	Cyber Security (How to secure yourself)	Dr. Sunil Gupta (Jt. Chief-IT/HR&A & CIO in the Economic Research unit of Ministry of Steel)
03:50 AM - 04:05 PM	Break	
04:05 PM-5:00 PM	Introduction with BVIMR Faculties (Regular)	All Regular Faculty members

DAY- 6: 26TH September 2020 (Saturday)

Day -6	Programme Coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),	Class coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
1:00PM to 1:50 PM	Session on Moodle	Dr. D.S. Bawa (Assistant Professor, BVIMR)
02:00 PM- 02:50 PM	Emotional Intelligence and its relevance in the virtual world	Mr. Laxman Maheshwari (Guest faculty at BVIMR)
03:00 PM – 03:50 PM	Session on Professional Grooming and Etiquettes	Ms. Amreen Khan (Head Recruitment and Training - Thrive Business Solutions)
03:50 AM - 04:05 PM	BREAK	
04:05 PM-5:00 PM	Interaction with Nonteaching Staff Members	All Non-Teaching staff members.

DAY-7: 28TH September 2020 Monday Bridge Course

Day -7	Programme Coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),	Class coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
1:00PM to 1:50 PM	Basics of MS office	Ms. Preeti Kapoor (Guest Faculty at BVIMR)
02:00 PM- 02:50 PM	Basics of MS office	Ms. Preeti Kapoor (Guest Faculty at BVIMR))
03:00 PM – 03:50 PM	Business Math's	Dr. Amit Rai (Guest Faculty at BVIMR)
03:50 AM - 04:05 PM	BREAK	
04:05 PM-5:00 PM	Business Math's	Dr. Amit Rai (Guest Faculty Member, BVIMR)

Day -8: 29th September 2020 (Tuesday) Bridge Course

Day -8	Programme Coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),	Class coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
1:00PM to 1:50 PM	Basics of Programming	Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
02:00 PM- 02:50 PM	Basics of Programming	Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
03:00 PM – 03:50 PM	Business Math's	Dr. Amit Rai (Guest Faculty Member, BVIMR)
03:50 AM - 04:05 PM	Break	
04:05 PM-5:00 PM	Business Math's	Dr. Amit Rai (Guest Faculty Member, BVIMR)

DAY-9: 30ST September 2020 (Wednesday) Bridge Course

Day -9	Programme Coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),	Class coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
1:00 PM - 1:50 PM	Basics of algorithms	Ms. Ankita Gulati (Guest Faculty at BVIMR)
02:00 AM - 03:50PM	Say No to Stress	Sister Sonika (Bramha Kumaries)
03:50 PM -04:05PM	BREAK	
04:05PM-5:50 PM	Basics of algorithms	Ms. Ankita Gulati (Guest Faculty at BVIMR)

DAY -10:1st October 2020 (Thursday)

Day -10	Programme Coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),	Class coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
1:00PM to 1:50 PM	Basics of Programming	Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
02:00 PM- 02:50 PM	Introduction to Knowledge Resource Centre at BVIMR (library Resources & Library Rules)	Dr. Anoop Kumar Pandey Associate Professor at BVIMR)
03:00 PM – 03:50 PM	Events @ BVIMR & Publications (Mirror, Harmony, and discuss about SWACHH BHARAT)	Dr Aparna Marwah (Assistant Professor, BVIMR) and Ms. Tripti Tiwari (Assistant Professor, BVIMR)
03:50 AM - 04:05 PM	BREAK	
04:05 PM-5:00 PM	Business Maths	Dr. Amit Rai (Guest Faculty Member, BVIMR)

DAY-11: 2nd October 2020 (Friday)

Day -11	Programme Coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),	Class coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
1:00PM to 1:50 PM	Basics of Programming	Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
02:00 PM- 02:50 PM	Basics of Programming	Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
03:00 PM – 03:50 PM	Business Maths	Dr. Amit Rai (Guest Faculty Member, BVIMR)
03:50 AM - 04:05 PM	BREAK	
04:05 PM-5:00 PM	Business Maths	Dr. Amit Rai (Guest Faculty Member, BVIMR)

DAY-12: 3rd October 2020 (Saturday)

Day -12	Programme Coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),	Class coordinator: Mr. Mahesh Kr. Chaubey (Assistant Professor, BVIMR),
1:00PM to 1:50 PM	Basics of algorithms	Ms. Ankita Gulati (Guest Faculty at BVIMR)

02:00 PM- 02:50 PM	Basics of algorithms	Ms. Ankita Gulati (Guest Faculty at BVIMR)
03:00 PM – 03:50 PM	Business Maths	Dr. Amit Rai (Guest Faculty Member, BVIMR)
03:50 AM - 04:05 PM	BREAK	
04:05 PM-5:00 PM	Business Maths	Dr. Amit Rai (Guest Faculty Member, BVIMR)

Attendance is Compulsory for all sessions

We wish you a very happy and fruitful educational journey at bvimr

Mr. Mahesh Chaubey: Program Coordinator- BCA I & class coordinator BCA 1st Afternoon

Note: *On 5th 2020 October class commencement timetable will be shared on ERP and whatsapp group.*