



**BHARATI VIDYAPEETH DEEMED UNIVERSITY**  
**INSTITUTE OF MANAGEMENT & RESEARCH, NEW DELHI**  
'A' GRADE UNIVERSITY STATUS AWARDED BY MHRD, GOVT. OF INDIA  
ACCREDITED WITH 'A' GRADE BY NAAC



An ISO 9001:2008 14001:2004 Certified Institute

Dated: 13-07-2018

BVIMR/09/70/2018-19

**Orientation Programme for BCA I year afternoon Shift (2018-2021 Batch) from 16<sup>th</sup> July to 18<sup>th</sup> July, 2018**

**"The first step towards getting somewhere is to decide you are not going to stay where you are." ----  
J.P.Morgan**

Dear Student,

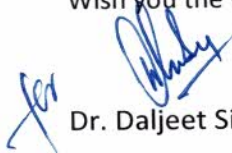
It gives us immense pleasure to congratulate and welcome you to BVIMR family. By choosing BVIMR for pursuing your graduate program in computer applications, you have made a right decision. You are going to be a part of a business school that will not only enhance your intellectual and professional skills 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, hands-on experience and sound resources for building information technology & managerial skills required in this competitive environment.

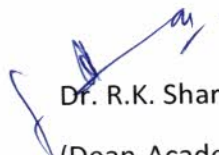
The foundation of Bharati Vidyapeeth was laid down in the year 1964 by Late Dr. Patangraoji Kadam. Since then, the trust has grown many fold due to the foresight and visionary leadership of its founder and is currently proud of having 187 educational institutions under its aegis imparting quality education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


We understand that the joy of joining a new institution is accompanied by feelings of excitement, nervousness, anxiety and uncertainty. 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 BVIMR campus at **1:00 PM on 16<sup>th</sup> July-2018 in a formal dress.**

We encourage you to visit website for any other information. If you have any other query or need further information, please do not hesitate to contact Dr. R.K Sharma (Dean, Academics) at [rksharma992@yahoo.com](mailto:rksharma992@yahoo.com) or Dr. Daljeet Singh Bawa (HOD, BCA – afternoon Shift) at [daljeetsbawa@yahoo.com](mailto:daljeetsbawa@yahoo.com). Please note that attendance is compulsory and absentees will be liable for disciplinary action.

Wish you the very best for this new beginning!

  
Dr. Daljeet Singh Bawa  
(HOD-BCA-I)

  
Dr. R.K. Sharma  
(Dean-Academics)

  
Dr. Vikas Nath  
(Director-In-charge)


## Schedule of Bridge courses For BCA 1st Year(2018 -21 Batch) - Afternoon Shift


Duration 18-20 July 2018

Date\Time	1:10-02:05PM	02:05-03:00PM	03:00-03:15PM	03:15PM-4:10PM	04:10PM-05:05PM
18-Jul-18	Basics of MS_office	Basics of MS_office	Break	Business Maths	Business Maths
19-Jul-18	Business Maths	Business Maths	Break	Basics of MS_office	Basics of C language
20-Jul-18	Business Maths	Business Maths	Break	Basics of C language	Basics of C language


### Name of The Resource Persons and Venue

Subject	Faculty	Venue			
Basics of MS_office	Mr. Ajay Kumar	LAB - 109			
Basics of C language	Mr.M.K CHAUBEY	LAB - 109			
Business Maths	Ms. Arti Sharma	Class Room (Ground Floor)			

  
 Dr. D. S. Bawa  
 HOD BCA

  
 Dr. R.K. Sharma  
 Dean Academics

  
 Dr. A.K. Srivastav  
 Dean Academics(CS)

  
 Dr. Vikas Nath  
 Director

Bharati Vidyapeeth (Deemed to be University) Institute of Management and Research, New Delhi

**SCHEDULE FOR ORIENTATION PROGRAMME - BCA-1ST YEAR (Second Shift)**

**DAY 1 - 16th July 2018 (Monday)**



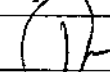

Time	Particulars	Faculty	Non-Teaching Staff	Supporting Staff	Venue
<b>Class Coordinator -Mr. Ajay Kumar</b>					
1.00 p.m.-1.30 p.m.	REGISTRATION	class coordinator	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
1.30 p.m. -1.50 p.m.	AN INTRODUCTION TO Bharati Vidyapeeth, Bharati Vidyapeeth University & its Constituent Units	Dr. A.K. Srivastav	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
1.50 p.m. -2.30 p.m.	A Sinppet of BCA program (Relevance of the coursepack, PTM, Attendance etc.)	Mr.Mahesh Chaubey-HOD BCA	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
2.30 p.m. -2.45 p.m.	Entrepreneurship Development Cell	Dr.Brotho Bhardwaj	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
2.45 p.m-3.00 p.m.	Exam Rules by Exam Incharge (Eligibility Issues, CBCS System, Information on Important exams to be cleared)	Dr. Parul Agrawal	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
<b>Break</b>					
3.00 p.m. -3.15 p.m.					
3.15 p.m.-3.30p.m.	Events @ BVIMR & Publications (Mirror, Harmony, Managment Edge)	Ms. Seema Chaudhary & Ms. Tripti tiwari	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
3.30 p.m.-4.30 p.m.	Icebreaking/Activity	Ms. Gagandeep Kaur	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
4.30 p.m.-5.00 p.m.	Session by Class Co-ordinator (expectations from the students )	Mr. Ajay Kumar	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab

**DAY 2**

**17th July 2018 (Tuesday)**

Class coordinator -Mr. Ajay Kumar					
1.00 p.m. to 1.30 p.m.	REGISTRATION	class coordinator	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
1.30 p.m.-1.45 p.m.	A Talk by Dean students welfare on welfare issues such as,Ragging, Grievance handling, Dress Code and	Dean Student Welfare - Dr.Sanjay Manocha	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
1.45 p.m. -2:00 p.m.	A Brief by CRC Team ( Placement and industrial visit)	Head CRC:Dr.Neelam Sharma	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
2.00 p.m-2.15 p.m.	A session on -How to write good answers.	Ms.Meenakshi Sati	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
2.15 p.m. -3.00 p.m.	A session on ERP (online upodating marks, notfications, question banks,attendance Rules & Regulations of Computer Labs -CMS	Mr.Mahesh Chaubey- Chairman CMS ICT	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
3.00 p.m-3.15 p.m.	Break				
3.15 pm -3.45 pm	Session by CMS Team & Exam Team	Introdution of members of CMS and student support	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
3.45pm-4.00 p.m	Session by IT Department	Dr. D.S. Bawa	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
4.00p.m-4.15 p.m	Introduction to our Alumini Body	Mr.Sanjoy Roy	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
4.15pm.-4.30p.m.	Hostel Rules	Dr. A.K. Srivastav	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
4.30p.m.-4.45pm	Session by Dean academics (CS)	Dr. A.K. Srivastav	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
4.45pm.-5.00p.m.	Overview on Learning Management Systems (Moodle & MOOC Courses )	Mr. Ajay kumar	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab
05.00pm.-5.15p.m.	Campus Tour	class coordinator	Mr. Hemant	Mr. Naresh, Abhishek	Ground Floor Computer Lab

**BRIDGE COURSES 18-20 july from 1:00 pm-5:00pm**

 Mr. M.R. Chaubey	 Dr. A.K. Srivastav	 Dr. R.K. Sharma	 Dr. Vikas Nath
<b>HOD BCA (Morning)</b>	<b>Dean Academics (CS)</b>	<b>Dean Academics</b>	<b>Director</b>