

Ref: GIMS/ GIMS/ITBA/2022-23/00

Dates: 11th Jan '23

NOTICE

All the students of PGDM Batch (2021-23) ITBA specialization are hereby informed that three days skill augmentation certification course on "SQL" is being organized by **i-analytica Club** of GNIOT Institute of Management Studies (GIMS) in association with CETPA INFOTECH, Noida as per following schedule.

Mode	:	Online
Day & Date	:	Thu. 12 th January to Sun. 15 th January 2023
Time	:	As per the email intimation

All the students need to strictly follow the guidelines:

- ❖ **The session will be conducted through Google Meet.**
- ❖ The students also need to download 'GPS Map Camera: Geotag Photos & Add GPS Location' for taking their pictures during the session.
- ❖ **Feedback form will be shared just after the event.** You need to fill that form and upload it with your picture taken through the application downloaded.
- ❖ Choose a quiet space, free from distractions, to set you up for the event. Turn off cell phones, TVs, etc. Exit other applications on your computer prior to entering the virtual event.
- ❖ Make sure your technology is reliable and consistent and have a backup plan in place for when your internet or computer fails you (as it most certainly will).
- ❖ **Don't post or share (even privately) inappropriate material.**
- ❖ Join the program at least 10 mins. before the scheduled time.
- ❖ **Dress appropriately (Only Formals).** Remember, this is still a classroom setting.
- ❖ Use your full name when you sign into the classroom.
- ❖ When you ask questions from trainer and get a chance to interact, make sure to enable video.
- ❖ Mute your microphone during interaction to avoid disturbing the attendees with any background noise.
- ❖ Be respectful.
- ❖ Use the chat responsibly. It is meant to facilitate a conversation around the program, not for sideline discussions.
- ❖ When the session is over, leave the virtual event by closing the window.
- ❖ 100% attendance is mandatory.
- ❖ At the end of the session, an assessment test will be rolled out. Minimum qualifying marks to pass the course is 70%.
- ❖ E-certificate will be awarded to qualified students.



Dr. Pradeep Verma
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