

**AJAY KUMAR GARG INSTITUTE OF MANAGEMENT**

**GHAZIABAD**

**Induction Programme**

**For**

**PGDM 2011-13**

**2<sup>nd</sup> August 2011 to 12<sup>th</sup> August 2011**

**(Excluding 9<sup>th</sup> & 10<sup>th</sup> August 2011)**

**Goal:**

- **To enable students to familiarize themselves with the Institute environment.**
- **To ease the process of transition to Management Education with a focus on team spirit & skill development**
- **To familiarize with Faculty, Staff and Peer group**
- **To give the Students an insight into the corporate culture and value systems.**

**Day 1: 2<sup>nd</sup> August 2011(Tuesday)**

S.No.	Session	Time	Faculty
1.	Welcome Session	9:00 AM-9:15 AM	Prof. Satish Thukral
2.	Director's Welcome Address& Introduction by faculty	9:15AM-9:35AM	Dr. Rajiv R. Thakur
3.	Current Economic Affairs	9:35AM-10:30AM	Dr. Anoop Pant
4.	Accounting (Basic Concepts)	10:45 AM-12:15PM	CA Neeta Sahu
<b>Tea Break 12:15PM-1:00 PM</b>			
5.	Management (Basic Concepts)	1:00PM- 2:30 PM	Dr. Vidhi Agrawal
6.	Industry Survey	2:45 PM-3:45 PM	Mr. J.P.Chaubey
7.	Economics	4:00 PM-5:00PM	Dr. Tripurari Pandey

**Day 2: 3<sup>rd</sup> August 2011(Wednesday)****NGO Visit**

S.No.	Session	Time	Faculty
1.	Industry Survey	9:00AM-10:30 AM	Mr. J.P.Chaubey
2.	NGO Visit(Deepalaya)	11:00 AM-5:00 PM	Dr. Tripurari Pandey Dr. Vidhi Agrawal

**Day 3: 4<sup>th</sup> August 2011(Thursday)**

S.No.	Session	Time	Faculty
1.	Current Economic Affairs	9:00 AM-10:30AM	Dr. Anoop Pant
2.	Management(Basic Concepts)	10:45 AM-12:15PM	Dr. Vidhi Agrawal
<b>Lunch Break 12:15PM-1:00 PM</b>			
3.	Statistics	1:00 PM- 2:30 PM	Prof. Ritesh Singhal
4.	Accounting	2:45 PM- 3:45 PM	CA Neeta Sahu
5.	Organizational Behaviour	4:00PM - 5:00 PM	Dr. Suruchi Singh

**Day 4: 5<sup>th</sup> August 2011(Friday)**

S.No.	Session	Time	Faculty
1.	Marketing	9:00 AM-10:30 AM	Prof. Namita N. Kumar
2.	Current Economic Affairs	10:45 AM-12:15PM	Prof. Satish Thukral
<b>Lunch Break 12:15PM-1:00 PM</b>			
3.	Economics	1:00 PM-2:30PM	Dr. T.R.Pandey
4.	Management	2:45 PM-3:45 PM	Dr. Vidhi Agrawal
5.	Organizational Behaviour	4:00PM-5:00 PM	Dr. Suruchi Singh

**Day 5: 6<sup>th</sup> August 2011(Saturday)**

S.No.	Session	Time	Faculty
1.	Current Economic Affairs	9:00 AM-10:30AM	Prof. Satish Thukral
2.	Marketing	10:45 AM-12:15PM	Prof. Namita N. Kumar
<b>Lunch Break 12:15PM-1:00 PM</b>			
3.	Organizational Behaviour	1:00PM- 2:30 PM	Dr. Suruchi Singh
4.	Computer	2:45 PM-3:45 PM	Prof. Ritesh Singhal
5.	Project Preparation	4:00 PM-5:00PM	.....

**7<sup>th</sup> August 2011(Sunday)****Day 6: 8<sup>th</sup> August 2011(Monday)**

S.No.	Session	Time	Faculty
1.	Economics	9:00 AM-10:30AM	Dr. Tripurari Pandey
2.	Accounts	10:45 AM-12:15PM	CA Neeta Sahu
<b>Lunch Break 12:15PM-1:00 PM</b>			
3.	Statistics	1:00PM- 2:30 PM	Prof. Ritesh Singhal
4.	Marketing	2:45 PM-3:45 PM	Prof. Namita N. Kumar
5.	Cultural Event Preparation	4:00 PM-5:00 PM	.....

**Day 7:11<sup>th</sup> August(Thursday)**

S.No.	Session	Time	Faculty
1.	Business Communication	9:00 AM-10:30AM	Ms. Anika Arora*
2.	Business Communication	10:45 AM-12:15PM	Ms. Anika Arora*
<b>Lunch Break 12:15PM-1:00 PM</b>			
3.	Industry Survey	1:00PM- 2:00 PM	Mr. J.P.Chaubey
4.	Guest Lecture	2:15 PM-3:45 PM	Dr. A.R. Kamboj*
5.	Guest Lecture	4:00 PM-5:00 PM	Dr. A.R. Kamboj*

**Day 8: 12<sup>th</sup> August 2011 (Friday)**

S.No.	Session	Time	Faculty
1.	Project Presentation(NGO)	9:00 AM-12:15PM	All Faculty Members
<b>Lunch Break 12:15PM-1:00 PM</b>			
2.	Cultural Event	2:00 PM- 5:00 PM	Students + AKGIM Family Members

All the faculty members are hereby requested to give assignments to the students, discuss them in class and collect the same on the given due date and maintain the copy of the same.

\*Visiting/Guest Faculty

**Project Guidelines****Group Project**

The group project will be one of the most important learning tools of the induction programme to give students the glimpse into the corporate world.

This is a highly interactive real life project, which requires a high degree of observation, understanding and applying creative abilities to suggest.

The deliverables of the project include:

1. Daily reports to be submitted to their respective faculty guide.
2. Final Report
3. Presentation

**Final Report should include the following headings:**

- Introduction/Background of the project
- Profile of the target Audience
- Rational for taking the project
- Observation & Findings
- Suggestions/ Recommendations& Reasons

**Schedule for the submission of the report**

<b>S.No.</b>	<b>Event</b>	<b>Date</b>
1.	Final Project Report submission	11 <sup>th</sup> August,2011 (by 9:00 AM)
2.	Presentation	12 <sup>th</sup> August, 2011(9:00 AM to 12:15 PM)

**Note:** The best group will get the recognition and award from the Institute.