

होटल प्रबंध खानपान प्रौद्योगिकी एवं पोषण आहार संस्थान
1100 आवास गृह, भोपाल – 462016

Dear student,

Greetings from IHM Bhopal!

We would like to welcome you to be a part of IHM Bhopal family.

Please note the following information regarding the **Joining Formalities and Orientation programme** for First Year Batch 2020-2023:

1. All the first year students have to fill the following Google Form [IHM BHOPAL FIRST YEAR ADMISSION FORM FOR ORIENTATION AND ONLINE CLASSES](#) or <https://forms.gle/bPfZGFh3wKUh24Nt6> to provide their contact information for preparing the Institute database for online classes and receiving Institute related information.
2. Orientation programme has been scheduled **from October 6 to October 8, 2020 from 10:00 am to 12:30 pm**. Joining Link will be circulated to your email addresses latest by October 5, 2020.
3. Your attendance would be recorded on all days.
4. All students need to download **Cisco Webex App** for joining Orientation programme and Online Classes.
5. All students must have Gmail account for attending online classes.
6. During the Orientation Session, camera should be turned on, microphone should be turned off. All queries may be typed in the chat box during the session.
7. **Online Classes will commence from October 9, 2020 10:00 am onwards.**
8. Separate Notification for Admission Form, Hostel Form and remaining Fee payment will be circulated to your email addresses provided in the above google form.
9. Physical Reporting at Institute is tentatively scheduled from November 2, 2020, subject to Government clearance.
10. You are instructed to visit Institute **Website www.ihmbhopal.ac.in** regularly for further notifications and Instructions.
11. In case of non-receipt of joining link by October 5, 2020 5:00 pm, you may mail at housekeeping@ihmbhopal.ac.in.

Dr. Anand Kumar Singh
Principal,
IHM Bhopal

Institute of Hotel Management, Bhopal

ORIENTATION SCHEDULE

ORIENTATION SCHEDULE DATE	TIME	SCHEDULE	NAME OF FACULTY/ DEPARTMENT
06th October, 2020	10:00 am – 11:30 am	Address by Principal Sir, followed by Introduction to the Institute, Rules & Regulation, Do's & Don't's	Mr. Pravara Pachori & Mr. Sandeep Dua
	11:30 am – 12:30 pm	Introduction to Training & Placement Cell of the Institute	Mr. Atul Gupta & Mr. Manish Maithani
07th October, 2020	10:30 am - 11:30 am	Introduction to Food Production Department	Mr. Kumar Satyam & Team
	11:45 am – 12:45 pm	Introduction to Food & Beverage Service Department	Mr. Sujeet Kapur & Team
08th October, 2020	10:30 am – 11:30 am	Introduction to Accommodation Operations Department	Mrs. Meenakshi Pandey & Team
	11:45 am – 12:45 pm	Introduction to Front Office Department	Mrs. Asha Kolekar & Team

Dr. Anand Kumar Singh
Principal,
IHM Bhopal

Institute of Hotel Management, Bhopal

Rules & Regulation for Orientation Program

1. Log in for the online orientation session **15 minutes prior** to the time mentioned.
2. Students should be dressed in **formal attire**.
3. Students should ensure that they join with their Complete name as registered on NCHM Allotment List for attendance purpose.
4. Camera should be turned on, and microphone should be turned off during the session.
5. Doubts, queries can be posted in the chat box available.
6. Using inappropriate language, pictures etc, will lead to strict action against ward.
7. Link for joining will be provided on individual email address only.
8. Download Cisco WebEx App for orientation and classes.