

SCHEDULE FOR FILLING FEEDBACK FORMS BY STUDENTS

(Semester: January 2015- May 2015)

For TICs:

- Attached is the schedule for collecting feedback from the students
- The form has to be filled online so the venues are allotted as per the number of students and available nodes at the respective venues.
- The lists of eligible students are available in Room 27 with Mr. Vivek.
- TICs (or nominees) are to arrange the students in batches at the respective time and venue. At least one departmental is required to accompany their students at the venue and is expected to stay there till the students finish their work. The departmental member is responsible to collect the signatures on the list provided for the purpose.
- The capacities of the different venues (required to create batches) are as follows:
 - Lab I – 25 students
 - Lab II – 25 students
 - R3 – 20 students
 - Room 27 – 22 students
 - Room 11 – 22 students
 - ICT Center – 50 students
- Printed forms (in Hindi) will be made available by office.
- BA Program Coordinator is requested to coordinate with her committee.
- The students of BA (Hons) Hindi and Sanskrit have option to fill the form in Hindi. But in that case they have to collect the printed forms from their TIC.
- For BA Program students also, the Hindi version of the form is available (with their coordinator), if the students wish to fill in Hindi.
- The students who have already filled the forms on Saturday, April 18, 2015, are also to report to the respective venues at the scheduled time to give feedback for interdisciplinary courses (which was not available on Saturday).
- The technical support:
 - Lab I – Mr. Aniket
 - Lab II – Mr. M. Amir (Dept. of Mathematics)
 - R3 – Mr. Shalesh (Dept. of Mathematics)
 - Room 27 – Mr. Vivek
 - Room 11 – Mr. Vipin
 - ICT Center – Mr. Varun

In addition, faculty members of Dept. of Computer Sc. will also be available for troubleshooting.