



**ARKA JAIN
University**
Jharkhand

SCHOOL OF COMMERCE & MANAGEMENT

Department of Management

NOTICE

Ref No: AJU/SCoM/DoM/2023/466

Date: 03-01-2024

It is hereby notified that the Department of Management (MBA), School of Commerce & Management will organize Mentor-Mentee Meeting on 5th January, 2023, from 10:00 am- 11:00 am, for the students of MBA Semester- I (2023-2025), through online mode respectively. The link for the same shall be shared accordingly.

Students are herewith informed to attend the same positively.

Dr. Urvashi Thakur
HOD, MBA
Dept. of Management
School of Commerce & Management
HoD, MBA
School of Commerce and Management
ARKA JAIN University, Jharkhand

Copy for the information:

1. PS to the Vice-Chancellor
2. PS to the Director
3. PS to the Registrar
4. Controller of Examinations
5. In charge Web services for Website Updation
6. Notice Board
7. Guard File

MENTOR MENTEE MEETING FOR MBA (2023-2025) SEMESTER-I

Date of Event	05.01.2024
Name of the Event	Mentor- Mentee Meetings
Type of the Event	Curricular Event
Conducted by	Department of MBA
No. Of Participants	Semester-I (18)

OBJECTIVE: The objective of a mentorship event for MBA (Master of Business Administration) students can vary depending on the specific goals and focus of the program.

Assist MBA students in making informed decisions about their career paths by offering guidance and advice from seasoned professionals.

DETAILS: Regularly evaluate the mentorship program to identify areas of improvement. Seek feedback from participants and make adjustments as necessary to enhance the overall effectiveness of the event. By incorporating these key takeaways, you can create a well-structured and impactful mentor-mentee event for MBA students, fostering a supportive learning environment and facilitating professional growth.

Takeaways: Recognize that each mentor-mentee relationship is unique, and participants may have varying needs and preferences. Allow for flexibility in the program to accommodate different learning styles and career paths.

Poster of the Event



Figure 1: Poster Mentor Mentee Meet MBA

Photos of the Event

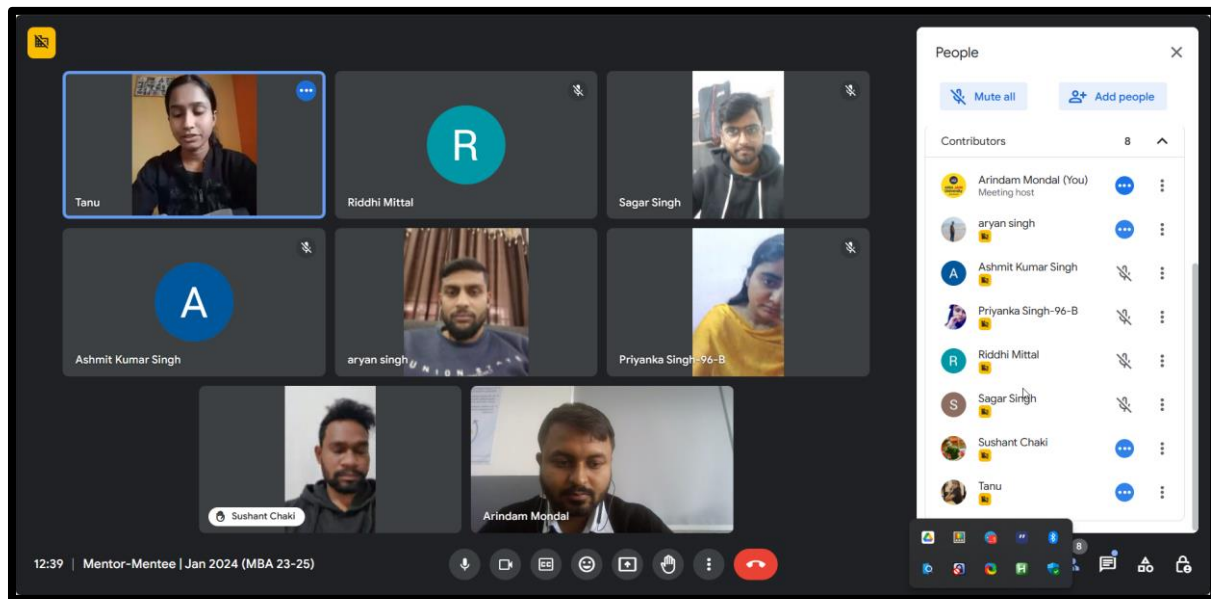


Figure 2: Session on Mentor- Mentee Meetings



The screenshot shows a Google Meet interface with a light green background. At the top left is the Meet logo. To its right, the text reads: 'Meet', 'Real-time meetings by Google. Using your browser, share your video, desktop, and presentations with teammates and customers.', and 'meet.google.com'. Below this, the meeting title is 'Mentor-Mentee | Jan 2024 (MBA 23-25) - Arindam M'. The date and time are 'Friday, 5 January · 12:30 – 1:30pm'. The time zone is 'Asia/Kolkata'. It says 'Google Meet joining info' and provides a video call link: 'https://meet.google.com/nov-ncey-wpb'. A list of students to join is provided, including names like Nidhi Agarwal, Priyanshu Singh, Rahul Patra, Dhanraj Kumar, Ridhi Mittal, Subham Kumar Pradhan, Sushant Chaki, Saif Ali, Aryan Singh, Priyanka Singh, Sagar Kumar Singh, Tanu Kumari, Ashmit Kumar Singh, and Ashish Raj. At the bottom right, it says 'Edited 12:12 pm ✓'.

Figure 3: Session on Mentor- Mentee

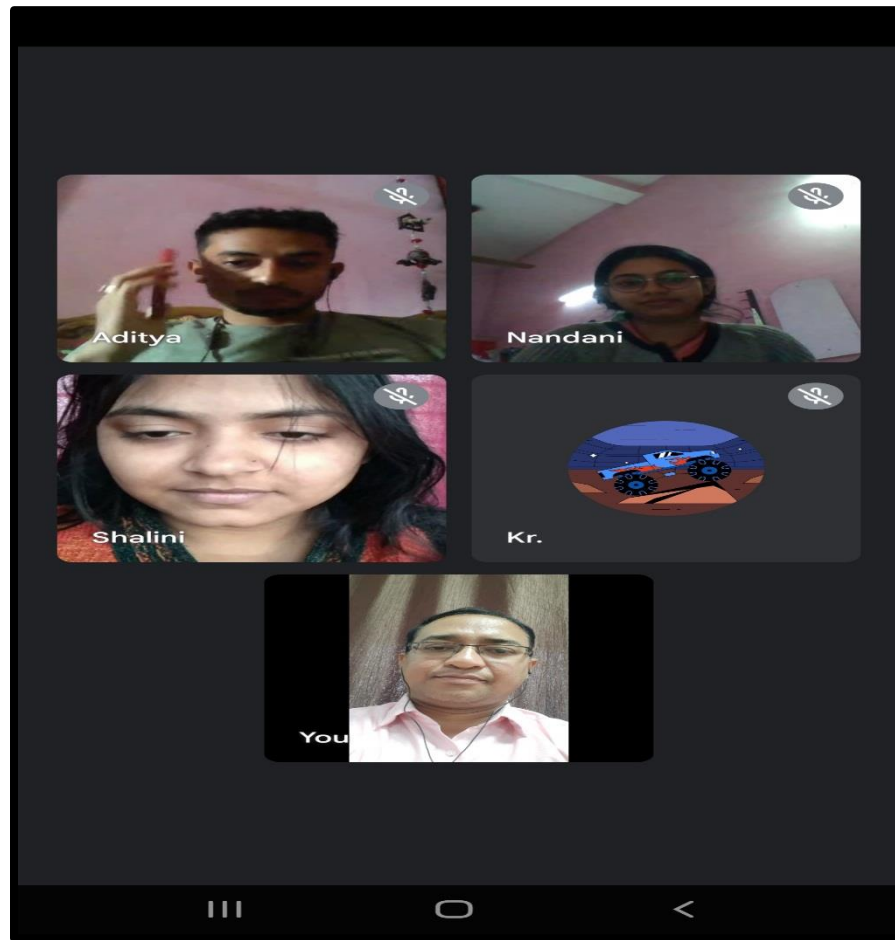



Figure 4: Session on Mentor- Mentee Meetings



Figure 5: Session on Mentor- Mentee Meetings

MENTOR-MENTEE SESSIONS- MINUTES OF THE MEETINGS

		School of Commerce & Management Academic Year - <u>2023-24</u> Minutes of Mentor-Mentee Meeting	
Name of the Mentor	Dr.Subrato Dey	Mobile No	8718989965
Stream	MBA	E-Mail Id	Dr.subrato@arkajainuniversity.ac.in
Batch	MBA 2023-25	Group No	03

Sl.	AGENDA	KEYNOTES
1	Mid Term Examination	Complete briefing on Mid Term Examination commencing from
2	End Term Examination	Course done as per the syllabus and discussion done w.r.t End Term Examination
3	Dress Code	Adherence to Dress code the Uniform, Formals and Casuals on particular days
4	Project Reports	Adherence to Project Reports submission
5	Discipline	As per the norms of the University Strict adherence
6	Any Specific Query/Grievance from students side	Any particular Query, any issue and grievance related to students

Sl.	Name of the Student	Enrolment Number	Questions	Explanations by Mentor
1	Aditya Gope	AJU/230553	Regarding learning in Finance Specialization as Career	Regularity in attending Finance classes is important. Ample of opportunities are there in the field of Finance


2	Sagar Kumar Meikap	AJU/230652	Regarding balancing work and study	Work can be done in the evening hours as the job is based on video preparation on virtual tour of client
3	Roma Kumari	AJU/230576	Regarding English Communication	Special sessions to be taken on English Communication
4	Nandini Kumari	AJU/230754	Regarding English Communication, Stage daring and low confidence	Special sessions to be taken on English Communication, empowering confidence, body language and grooming.
5	Gaurav Kumar	AJU/230562	<i>Regarding Preparation of Studies for transition</i>	<i>work can be done in division of hours.</i>
6	- Shalvi Singh	AJU/230668		
7	- Kumari Kajal Sinha	AJU/230672		
8	Shalini Kumari	AJU/230844	<i>Regarding English Communication.</i>	<i>Special session to be taken on English. Collaboration.</i>
9.	Zeba Bhaktiyarkhar	AJU/230920		

Subho K. D.
Mentor

Dr.
HoD, MBA
School of Commerce and Management
ARKA JAIN University, Jharkhand



MENTOR-MENTEE SESSIONS- MINUTES OF THE MEETINGS




School of Commerce & Management

Academic Year – 2023-24
Minutes of Mentor-Mentee Meeting | 05-01-2024

Name of the Mentor	Arindam Mondal	Mobile No	790-337-9545
Program	MBA	E-Mail Id	arindam.m@arkajainuniversity.ac.in
Batch	2023-25	Group No	E7

Sl.	AGENDA	KEYNOTES
1	How is your preparation going? If any, what challenges are you facing?	Positive. No challenges being faced.
2	How was your overall experience in SEM I? Any query with respect to that.	Good; None
3	Try to speak in English. Additionally give as many presentations / class activity when you get opportunity. Tell me if you face any difficulty regarding the same.	No proper response
4	SEM-I Information; Best practice	Shared information regarding examination. To bring Admit Card, come in proper uniform, always wear your Admit Card.
5		
6		
7		



Sl. #	Name of the Student	P/A	Enrolment Number	Questions	Explanations by Mentor
1	64. NIDHI AGARWAL		AJU/231948		
2	65. PRIYANSHU SINGH		AJU/231957		
3	66. RAHUL PATRA		AJU/231959		
4	67. DHANRAJ KUMAR		AJU/231960		
5	68. RIDHI MITTAL	P	AJU/231976		Joined, idle – No response
6	69. SUBHAM KUMAR PRADHAN		AJU/231992		
7	70. SUSHANT CHAKI	P	AJU/231999	Admit Card Issue	Will talk to academic coordinator to resolve the issue
8	71. SAIF ALI		AJU/232011		
9	72. ARYAN SINGH	P	AJU/232020	Uniform in Feb? What to do in exam?	Ask vendor to give it urgently
10	73. PRIYANKA SINGH	P	AJU/232057		
11	74. SAGAR KUMAR SINGH	P	AJU/232088	Various subject assignment not submitted yet!	Will be assessed as per the records we have
12	75. TANU KUMARI	P	AJU/232095	Till when Admission is possible in MBA?	Admission has been closed!
13	76. ASHMIT KUMAR SINGH	P	AJU/232100		No Question
14	77. ASHISH RAJ	P	AJU/232115	Uniform in Feb? What to do in exam?	Ask vendor to give it urgently
Total Attendance →		8			

Prinday
Mentor

Jan
HoD, MBA
HoD, MBA
School of Commerce and Management
ARKA JAIN University, Jharkhand



School of Commerce & Management

Academic Year - 2023-24

Minutes of Mentor-Mentee Meeting

Name of the Mentor	Dr. Urvashi Thakur	Mobile No	6201746161
Stream	MBA	E-Mail Id	Dr.urvashi@arkajainuniversity.ac.in
Batch	2023-25 - 5/01/24	Group No	01

Sl.	AGENDA	KEYNOTES
1	A Brief Examination Process	To be explain in a detailed manner
2	Code of Conduct during the end term examination	No usage of unethical means
3	Dress Code , Identification Card & Admit Card	To be properly dressed and should be carrying an ID card in every exam
4	Examination Process/ How to answer question aligned with the syllabus	How is the process conducted along with question paper pattern
5	Rules to be followed in the examination hall	No usage of phones, cheating papers or any other electronic gadgets

Sl.	Name of the Student	Enrolment Number	Questions	Explanations by Mentor
1	B SAI PRASAD SENAPATI	AJU/230018	Dress Code , Identification Card & Admit Card	A Proper dress uniform should be followed for efficient conduct and presence of examination
2	NUPLR DAS	AJU/230024	A short explanation on the process of examination	Examination process, seating arrangements, necessary documents to be carried
3	NAYAN KUMAR	AJU/230034	Examination Process/ How to answer question aligned with the syllabus	All the questions are to be answered in a proper manner, pattern of questions, etc.
4	MUKESH GOPE	AJU/230039	Syllabus alignment with the course & how to study accordingly	All the questions will be according to the syllabus not out of syllabus will come.
5	RIYA KUMARI	AJU/230051	Process of generation of no dues & admit card	A short brief on the process of download of no dues & admit card download, submit the same in academics office
6	AMRIT JHA	AJU/230061	Not Attended	
7	BABY DIMPY SINGH	AJU/230083	Regarding balancing work and study	Develop a weekly or monthly schedule that includes dedicated time for both work and study. Clearly define your work hours and stick to them as much as possible.
8	NIRBHAY SINGH	AJU/230094	Rules to be followed in the examination hall	Be punctual and arrive at the examination venue on time. Late arrivals may not be allowed to enter

														<p>once the examination has started. Bring all the required materials, such as pens, pencils, erasers, and any permitted reference materials. Ensure your calculator, if allowed, is in working condition.</p>
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[Faint text and instructions are visible in the background of the form.]

[Signature]
Mentor

[Signature]
HoD, MBA

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ARKA JAIN UNIVERSITY IQA CELL MEMBER WISE LIST 2023-24