



Office of the Dean Academic
Indian Institute of Engineering Science and Technology, Shibpur
(Formerly Bengal Engineering & Science University, Shibpur)
P.O :Botanic Garden, Howrah – 711 103, West Bengal, India
Telephone: (033) 2668-4561-63, 2668-0521-25, Fax: (033) 2668-0637
Website : <https://www.iiests.ac.in>

No. 1942/Exam

Date: June 18, 2021

**Notification for attending G Meet for pre-recording to be used in 7th Annual Convocation
in ONLINE mode**

Owing to the pandemic situation the 7th Convocation shall be held in online mode. Like other national institutes, IEST, Shibpur shall pre-record a part of the programme. For this purpose the registered degree recipients are requested to note the following:

1. There shall be separate interaction programme, as per the attached schedule, with the degree recipients of each department/school/centre for each programme. The programme shall be attended by the Director, Dean (Academic) and the Head of the respective academic unit.
2. The interaction programme shall be held in online mode through G-Meet.
3. Each student shall be provided with separate G-Suite ID (Google Workspace) which can be operated through Gmail.
4. A link for activation of the G-Suite shall be sent to each registered student through the email ID mentioned in his/her registration form. The G-suite ID shall have to be activated within 48 hours.
5. The G-Suite ID for each graduating student shall remain active till 30.06.2021 midnight.
6. On the scheduled date and time each registered student shall join in the G-Meet through this G-Suite ID only.
7. The specific convocation background image will be sent to the G-Suite id and it is mandatory for the student to use this background image while joining G-Meet.
8. All graduating students shall join the programme in formal dress.
9. If a student is joining the G Meet through mobile, he/she should use the landscape mode of his phone.
10. They must join in the G-Meet at the time mentioned in the schedule.
11. Any graduating student should not keep the respective video and audio on unless his/her name is called.
12. Once the Head shall call the name of a particular graduating student he/she shall make both video and audio ON and shall say Namaste / Good Morning / Good Afternoon / Good Evening, Sir.
13. The Director shall congratulate the graduating student. In response he/she shall say Dhanyabad / Thank You, Sir.

14. Immediately thereafter the graduating student shall make the video and audio OFF and leave the G-Meet.
15. If anybody does not attend the programme with formal dress or make himself/herself involved in any untoward incident, he/she shall not be awarded with the degree.
16. If any registered graduating student fails to attend the interaction programme in schedule time he/she shall not be awarded the degree in person (online mode).
17. No graduating student shall keep his/her video and audio ON unless he/she is called for.
18. A demonstrative video will be played at the beginning of each session.
19. For assistance a registered graduating student may contact:
Shri Arindam Bhattacharjee [arindam.vcoffice@gmail.com, 7980736854]
- 20. Any deliberate attempt to violate the guidelines given above may call for withholding the degree.**

Schedule for Interaction Programme

B.Tech. / B.Arch. Degree Recipients

Sl No.	Name of the Department	Interaction date and duration	All graduating student must join within
1.	Architecture, Town and Regional Planning	22.06.2021 11.00 am – 11.15 am	10.45 am
2.	Aerospace Engineering and Applied Mechanics	22.06.2021 11.20 am – 11.55 am	11.05 am
3.	Civil Engineering	22.06.2021 12.00 noon – 12.35 pm	11.45 am
4.	Computer Science & Technology	22.06.2021 12.40 pm – 01.15 pm	12.25 pm
5.	Mechanical Engineering	22.06.2021 01.20 pm – 01.55 pm	01.05 pm
6.	Electronics and Telecommunication Engineering	22.06.2021 03.00 pm – 03.25 pm	02.45 pm
7.	Information Technology	22.06.2021 03.30 pm – 04.00 pm	03.315 pm
8.	Electrical Engineering	22.06.2021 04.05 pm – 04.40 pm	03.50pm
9.	Metallurgy and Materials Engineering	22.06.2021 04.45 pm – 05.05 pm	04.30 pm
10.	Mining Engineering	22.06.2021 05.10 pm – 05.30 pm	04.55 pm

M.Tech. / MURP/MSc/MBA. Degree Recipients

Sl No.	Name of the Department / Programme	Interaction date and duration	All graduating student must join within
1.	Chemistry	22.06.2021 05.35 pm – 05.55 pm	05.20 pm
2.	Community Science and Technology	22.06.2021	05.45 pm

Sl No.	Name of the Department / Programme	Interaction date and duration	All graduating student must join within
		06.00 pm – 06.15 pm	
3.	Earth Science	22.06.2021 06.20 pm – 06.40 pm	06.05 pm
4.	Mathematics	22.06.2021 06.45 pm – 07.00 pm	06.30 pm
5.	Physics	22.06.2021 07.05 pm – 07.20 pm	06.50 pm
6.	Architecture, Town and Regional Planning	22.06.2021 07.25 pm – 07.40 pm	07.10 pm
7.	Aerospace Engineering and Applied Mechanics	23.06.2021 11.00 am – 11.15 am	10.45 am
8.	Civil Engineering	23.06.2021 11.20 am – 11.40 am	11.05 am
9.	Computer Science and Technology	23.06.2021 11.45 am – 12.00 noon	11.30 am
10.	Electrical Engineering	23.06.2021 12.05 pm – 12.20 pm	11.50 am
11.	Electronics and Telecommunication Engineering	23.06.2021 12.25 pm – 12.40 pm	12.10 pm
12.	Information Technology	23.06.2021 12.45 pm – 12.55 pm	12.30 pm
13.	Mechanical Engineering	23.06.2021 01.00 pm – 01.20 pm	12.45 pm
14.	Metallurgy & Materials Engineering	23.06.2021 01.25 pm – 01.40 pm	01.10 pm
15.	Mining Engineering – (M.Tech. in Mining Engineering)	23.06.2021 01.45 pm – 01.50 pm	01.30 pm
16.	Mining Engineering (M.Tech. in Geoinformatics)	23.06.2021 01.55 pm – 02.05 pm	01.40 pm
17.	Green Energy and Sensor Systems	23.06.2021 03.00 pm – 03.15 pm	02.45 pm
18.	Materials Science and Engineering	23.06.2021 03.20 pm – 03.35 pm	03.05 pm
19.	Mechatronics & Robotics	23.06.2021 03.40 pm – 03.55 pm	03.25 pm
20.	Health Care Science and Technology (M.Tech. in Safety and Occupational Health)	23.06.2021 04.00 pm – 04.10 pm	03.45 pm
21.	Health Care Science and Technology- (M.Tech. in Biomedical Engineering)	23.06.2021 04.15 pm – 04.25 pm	04.00 pm
22.	VLSI Technology	23.06.2021 04.40 pm – 04.55 pm	04.25 pm
23.	Management Sciences	23.06.2021 05.00 pm – 05.20 pm	04.45 pm

Dual Degree Recipients:

Sl No.	Name of the Department / Programme	Interaction date and duration	All graduating student must join within
1.	Civil Engineering	23.06.2021 05.25 pm – 05.45 pm	05.10 pm
2.	Electrical Engineering	23.06.2021 05.50 pm – 06.05 pm	05.35 pm
3.	Electronics and Telecommunication Engineering	23.06.2021 06.10 pm – 06.25 pm	05.55 pm
4.	Information Technology	23.06.2021 06.30 pm – 06.40 pm	06.15 pm
5.	Mechanical Engineering	23.06.2021 06.45 pm – 06.55 pm	06.30 pm
6.	Metallurgy & Materials Engineering	23.06.2021 07.00 pm – 07.10 pm	06.45 pm

Ph.D. Degree Recipients:

Interaction date and duration – 23.06.2021 7.15 pm-8.00 pm

All degree recipients must join by 7.00 pm

This is issued with the approval of the competent authority.

Sd/-
Dr.Nirmalya Kumar Bhattacharyya
Deputy Registrar (Academic)

No. 1942/1(8) Exam

Date: June 18, 2021

Copy forwarded for information and necessary action to:

1. PS to the Director
2. All Deans
3. All Heads of the Departments/Schools/Centers
4. The Chairman- SUGC & SPGC
5. The Registrar
6. The Academic Section-File
7. Institute Website



Deputy Registrar (Academic)
IIEST, Shibpur