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From: **IMTCDL** <info@imtcdl.ac.in>

Date: Sat, 30 Jul 2022, 22:06

Subject: Welcome Letter - IMT CDL

To: <agarwalananya741@gmail.com>

IMT CDL

Date: 30/7/2022

Dear ANANYA AGARWAL,

Many Congratulations on your admission to Post Graduate Management Programme.

It gives us immense pleasure to welcome you at IMT CDL, where you will embark on one of the most exciting & enriching learning journey with IMT CDL's Unique Learning Methodology - **Learn, Engage, Apply & Develop (LEAD).**

Let us introduce you to the key process at IMT CDL, which are explained below

- 1. Enrolment Number** Your Enrolment Number will be generated and mailed to you once all your documents are verified. Kindly ensure to upload the same using the following link: <https://sis.imtcdl.ac.in/cdlnew/uploaddoc.aspx> *It's mandatory to mention Enrolment Number in all your correspondences with us.*
- 2. Student Information System (SIS)** This platform provides you complete information related to Academic & Fee Record, Assignments, Examinations, Projects, Marksheets etc. SIS can be accessed with your login details. *Access to this portal will be granted after your Enrolment Number is generated. Enrolment Number & process to register & activate your account will be shared with you in a separate email.*
- 3. Learning Management System (LMS)** or EduGenie, provides you an exciting and immersive environment anywhere, anytime. It allows you to interact and collaborate with your peer group. Through LMS you can get easy access to Course Material, E-Resources, Learning Schedules, Recorded Lectures, Assessments, Feedback, and many more features that fosters a community of continuous learning and improvement. *Your LMS (EduGenie) account will be activated within 8-10 working days after the fee payment. Once activated, you will be notified via a separate email.*
- 4. Microsoft Teams** Your online learning sessions will be conducted on Microsoft Teams platform. *Your Microsoft Teams login credentials will be emailed to you in 8-10 working days after the fee payment.*
- 5. Self-Learning Material (SLM) / Books** are shared in soft copy through LMS, and the hard copies couriered at your mailing address towards the start of the Online Learning Sessions (OLS). Tracking ID of courier will be shared with you via SMS on your registered mobile number.
- 6. Orientation Session** will be conducted to get you acquainted with processes & regulations followed. It will also help you in understanding the roadmap ahead. *Schedule and other details of this session will be sent to you on your registered email ID.*

Jm