



SDiMT

• MBA • BBA

S.D. INSTITUTE OF MANAGEMENT AND TECHNOLOGY

To Nurture global leaders through
"Centre of Excellence"



S.D. INSTITUTE OF MANAGEMENT & TECHNOLOGY

• MCA • BCA

PROSPECTUS



SDIANS

TO NUTURE GLOBAL LEADERS THROUGH "CENTRE OF EXCELLENCE"



WELCOME

- Message from the President
- Message from the Desk of Secretary
- Message from the Desk of Chairman
- Message from the Desk of Joint Secretary
- Message from the Desk of Manager
- Message from the Desk of Director
- Governing Body

FACULTY

- Human Resource Mgt.
- Finance
- Marketing
- Information Technology Mgt
- International Business Mgt
- Computer Application
- Languages

FACILITIES

- Library
- Computer Lab
- Wi-Fi Campus
- Medical Facilities
- Sports Activities
- Bank
- Accommodation
- Anti-Ragging Cell
- Scholarships
- Women Guidance Committee/ Women Cell
- Social & Cultural Activities
- Placements

COURSE & CONDITIONS

- BBA
- BCA
- MBA
- MCA
- Eligibility
- Assessment Weightage
- Meritorious Students
- Placements
- Rules & Regulations
- SDIMT Highlights
- Job Fair
- Industrial Visit



छात्रा का डुर प्रतिशत प्लेसमेंट

यमुनानगर, 24 फरवरी (व्यूरो): एम.डी. इंस्टीट्यूट जगाधरी ने इस प्रतिस्पर्धा के युग में एम.बी.ए. फाइनल समेस्टर के छात्रों को 100 प्रतिशत प्लेसमेंट दिलाई जिसमें हर छात्र को कम से कम 2 कंपनियों ने जॉब ऑफर दिए।

संस्थान के डायरेक्टर डा. शैली गुप्ता विस्तार से बताया कि संस्थान ने 21 व फरवरी को ज्वाइंट कैम्पस का आयोजन किया जिसमें शहर के जाने माने उद्योग ने भाग लिया और

उद्योग जगत में प्रतिस्पर्धा और बाधाएं जैसे विषयों पर प्रकाश डाला



12 फरवरी (व्यूरो): गाँव टों जगाधरी में एक दिवसीय कार्यशाला का आयोजन किया गया।

स के लक्षण व बचाव बारे दी जानकारी



26 जनवरी (व्यूरो): संस्थान ने बताया कि वर्ष 2011 में एम.बी.ए. फाइनल के छात्रों को 100 प्रतिशत प्लेसमेंट दिलाई जिसमें हर छात्र को कम से कम 2 कंपनियों ने जॉब ऑफर दिए।

जीत बढ़ाया कालेज का नाम

ला पिलांगे-2011 में मैनेजमेंट गेम में पाया प्रथम पुरस्कार



संस्थान का नाम रोशन करने के लिए जीत बढ़ाया कालेज का नाम

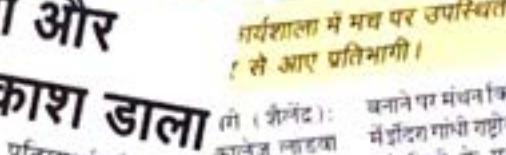


रोजगार मेले में 470 विद्यार्थियों का चयन

जगाधरी | एसडी इंस्टीट्यूट ऑफ मैनेजमेंट का आयोजन किया गया।

विद्वानों ने किया पुस्तकालय तकनीक पर मंथन

28 फरवरी (व्यूरो): एम.डी. इंस्टीट्यूट ऑफ मैनेजमेंट में विद्वानों ने किया पुस्तकालय तकनीक पर मंथन।



सर्वशाला में मंच पर उपस्थित विद्वानों से आए प्रतिभागी।

210 बेरोजगार युवाओं को मिली नौकरी

एसडी कॉलेज में जॉब फेयर, 658 प्रतिभागियों ने कराया रजिस्ट्रेशन



जगाधरी में जॉब फेयर का आयोजन किया गया।

535 में से 125 को मिली नौकरी

एसडी इंस्टीट्यूट में रोजगार कार्यालय के सहयोग किया साक्षात्कार

सीनियर ने जूनियर का किया स्वागत

एसडी इंस्टीट्यूट आफ मैनेजमेंट एंड टेक्नोलॉजी में फेजर पार्टी आयोजित

इंटरव्यू पास तो सीधा जॉब

एसडी इंस्टीट्यूट सेक्टर-17 में लगेगा रोजगार मेला

...तो ये लेकर आए

रोजगार मेला दो दिसंबर को

जगाधरी | एसडी इंस्टीट्यूट ऑफ मैनेजमेंट में रोजगार मेले का आयोजन किया गया।

न्यूज़ इनबॉक्स सोनम ने हसिल किए 79 प्रतिशत अंक

यमुनानगर। कुच्छर विद्यालय में सोनम ने 79 प्रतिशत अंक हासिल किए।

मानसी ने केयू में द्वितीय स्थान पाया

जगाधरी | एसडी इंस्टीट्यूट ऑफ मैनेजमेंट में मानसी ने केयू में द्वितीय स्थान हासिल किया।



A glimpse down the memory lane

S.D. Educational Institutions have a long tradition of providing educational service to society. The Various S.D. educational institutions are steered by a philanthropic society Shri Sanatan Dharam Sabha, Jagadhri, a registered body under Indian societies registration act.



We Stand For : Set of Values, code of conduct, level of excellence, degree of success and way of life.



MESSAGE

From the Desk of
PRESIDENT

Today, I feel immense pride over my association with S.D. Institute of Management & Technology, Jagadhri. There is no doubt that the Institute has established itself firmly and is ready to shoulder the future responsibilities in the field of imparting Hi-tech education along with character building of its young energetic leaders.

The Institute has a dedicated team of well-qualified Director and staff who have devoted themselves for the grooming of its students. Although parents are the children's first teachers but as they advance in age, parents are replaced by these lamps of knowledge who burn themselves to spread healing light. I express my sincerest gratitude for their unflinching efforts for the noble cause. The society owes them a lot.

Last but not the least. I would like to advise Sdians that they should not have fear of anything in life. Many times, it has been observed that students grope in darkness when they face setbacks or obstacles. In that situation they should go for quiet introspection. Consequently, they would get recharged and bounce back with full zeal and enthusiasm in life. Infact, they should always remember : **THE LADDER OF SUCCESS IS NEVER CROWDED AT THE TOP.**

Good Luck! May God bless you all in your selfless endeavors.

PARVEEN SHARMA
President
S.D. Sabha (Regd.), Jagadhri



MESSAGE

From the Desk of

SECRETARY

The saying "NOTHING comes in the way of the ONE who has DECIDED" highly suits this temple of learning which has been doing yeoman service in enlightening the ignorant souls. The Institute has repeatedly expressed its commitment towards social service by imparting quality education to its pupils belonging to all the strata of society irrespective of their caste, colour, creed and religion.

The Institute has a good infrastructure catering to the needs of the students. Lush green campus, hi-tech class rooms, well-equipped library, ultra modern computer lab, audio-visual room, conference hall, play ground etc infuse confidence and provide an ambience for the over-all growth of the students.

May God give us the power to serve the society with best of our efforts.

ABHISHEK MITTAL
Secretary
S.D. Sabha (Regd.) Jagadhri



MESSAGE

From the Desk of

CHAIRMAN

Education, more education, education made perfect is the only panacea for our country's ills & evils

SDIMT is not just an ordinary institute, it is an institution driven by a goal - oriented society to offer qualitative instruction and training in the field of management and technology. We are living in a highly competitive age, a world of global village. Rapid changes are taking place all around in every field. Only the best and the tough can survive here. Hence the challenge is to be continuously innovative and alive to the fast changing scenario.

Education evolves everyday ... And it is possible only through the dynamic pedagogy and through the integration of teaching and technical expertise that can cascade our young executives with the global scenario.

We look forward to pursue excellence and quality in every field to equip our young executives for facing life and proving their mettle wherever they go. Keeping this challenge in mind, we remain committed to our mission.

We are hopeful that our efforts will bear fruit and we would be in the forefront in contributing to the national cause and providing to the society citizens ideal in all respects.

ARUN KUMAR MITTAL
President
S.D. School Management Committee



MESSAGE

From the Desk of

**JOINT
SECRETARY**

Surviving and thriving as a professional today demands new approaches.

First, it requires a new approach to orchestrating information by skillfully choosing what to read and what to ignore.

Second, it requires a new approach to integrate information by assimilating faster and with greater comprehension.

Being in the field of education for over seven decades S.D. Managing Committee has travelled across several milestones in its journey towards success. Through the new sapling of MBA, MCA, BBA & BCA Institute we wish to bloom and flourish in still a wider sphere.

**" Challenges are what make the Life interesting, overcoming them is what makes life meaningful." -
Joshwan J. Marine**

We encourage our young executives to imbibe the healthy spirit of progress intertwined with competition and improvement yard by yard.

The aim of our institution is to provide strategic and quality education that offers students with the best of global opportunities in the field of management and technology. We are here to develop executives with an ability to lead others towards betterment and innovation.

An intensive training to develop an individual's creativity, originality, skills and business acumen coupled with an academic excellence today will help students to have a rewarding career tomorrow.

We resolve to work in the direction of making SDIMT an ideal institution for our young executives who will be the leaders of tomorrow.

May God lead us to the path of enlightenment and progress!

MANOJ GUPTA
Joint Secretary
S.D. School Management Committee



MESSAGE

From the Desk of

MANAGER

Twenty first century is an age of information and nano-technology. Today, no society, no nation can progress or keep pace with the latest technological advancements if its citizens are not well informed and properly equipped with the ever changing sophisticated skills of science.

S.D. Institute of Management & Technology, as a renowned educational institution of this district contributed immensely by providing learners engrossed with managerial skills. They impart knowledge which enlightens and grooms them. Later on, they see themselves established successfully in various fields of their lives. Not only academically but in the field of games and sports they have got their names written in golden letters.

I really feel fortunate enough to associate myself with this temple of learning. I wish grand success to who are involved in the process of achieving and spreading enlightenment through education.

Best Wishes!

ANAND SWAROOP GUPTA
Manager
S.D. School Managing Committee



MESSAGE

From the Desk of
DIRECTOR

The choices you make, the doors you elect to open, now and in the next few short years, will have a profound impact on the entire direction of your adult life. As the pace of change and progress quickens, we have a single passion: the provision of every possible resource and opportunity to mould graduates who have every right to be confident because they are superbly informed, independent minded and innovative to the core.

As you consider where to go for higher education, I invite you to discover for yourself the multidimensional and transformative educational experience that SDIMT provides. It is renowned for teaching excellence and setting exemplary engagement with the societal needs. The college provides an environment that allows the students to realize their potential in full and to develop their individuality and skills through an education that is backed by cutting edge research. Our faculties excel in the range and quality of our cutting-edge programmes, covering the entire spectrum.

I look forward to welcome you to be the part of SDIMT where you will not only find the learning experience enjoyable and rewarding but you would also grow as an excellent professional who have both insights into specialized knowledge as well a strong leadership abilities to become a leader of the 21st century.

DR. SHELLY GUPTA
Director
SDIMT

GOVERNING BODY...

➔ **Sh. Arun Kumar Mittal**
President

➔ **Sh. Praveen Gupta**
Vice-President

➔ **Sh. Anand Saroop Gupta**
Manager

➔ **Sh. Manoj Kumar Gupta**
Joint Secretary

➔ **Sh. Rajesh Goel**
Joint Manager

➔ **Sh. Parveen Sharma**
President S.D. Sabha (Regd.)

➔ **Sh. Abhishek Mittal**
General Secretary
S.D. Sabha (Regd.)

➔ **Sh. Pardeep Kumar Gupta**
Cashier

➔ **Sh. Satish Garg**
Principal, S.D. Sen. Sec. School



BOARD OF ACADEMY

➔ **Dr. G.S. Batra**
Director, Integrated
Course Punjabi
University, Patiala

➔ **Dr. B.S. Bodla**
Dean of Academics

➔ **Dr. Sudesh**
Vice Chancellor
Bhagat Phool Singh
Mahila Vishavidalaya
Sonipat

➔ **Dr. S.K. Tripathy**
Deptt. of PMIR
Utkal University,
Orissa

➔ **Dr. Sultan Singh**
Prof. Department of
Business Administration
MMU, Mulana

➔ **Dr. Sushil Sharma**
Prof. Dept. of
Management,
K.U.K

➔ **Dr. Ramesh Dalal**
Professor Deptt. of Mgt.
K.U.K.

➔ **Dr. Anil Mittal**
Prof. Dept. of
Management, K.U.K.

➔ **Dr. Neera Verma**
Professor Deptt. of Eco.,
K.U.K.

➔ **Prof. Ravinder Vinayak**
Deptt. of Commerce MD
University, Rohtak

➔ **Mr. Ravi Zedka**
Corporate Manager,
Executive Director ISGEC,
Yamuna Nagar

➔ **Sh. Satish Garg**
Educationist Member
Principal, S.D. Sr. Sec.
School, Jagadhri

➔ **Dr. Shelly Gupta**
Director, SDIMT
Jagadhri

➔ **Mrs. Usha Sharma**
Educationist Member
Principal, S.D. Public
School, Jagadhri

➔ **Mrs. Geetanjali Sharma**
Educationist Member
Principal, S.D. Model
School, JGD MA (Eng.),
MA (Education)
M.Phil, MBA

➔ **Dr. Shilpa Jain**
HOD, SDIMT, Jagadhri



“Defining presence, with vision.....”

Our Philosophy »

Holding aloft the motto of **“Tamso Ma Jyotirgamaya”**

We aspire to give the nation completely integrated and versatile personalities having the strength of head and heart both, who stand with their head high and without fear in this competitive world and who are committed to make this world and society large a better place to live.

Our Vision »

To Narture Global leaders through **“Centre of Excellence”**

Our Objectives »

- Academic Excellence
- Encouraging self learning
- Spirit of Healthy Competition
- Exploration & Exploitation of Potentials.
- Encouraging Strategic perception of the changing global environment.
- Self reliance and Self actualisation

*“We are what we repeatedly do
Excellence, Therefore isn't just an act, but a habit”
- Aristotle*

A judicious choice of an educational institute is going to have a profound and long lasting impact on one's career. Thus, it is greatly important to choose an institute that caters to the needs in terms of academic excellence and its practical implications.

SDIMT is a Premier Institute targeting to develop young potential into professionally versatile leaders to be the future manager.

**“Where the vision is one year,
Cultivate flowers.**

**Where the vision is ten years,
Cultivate Trees.**

**Where the vision is eternity
Cultivate People.”**

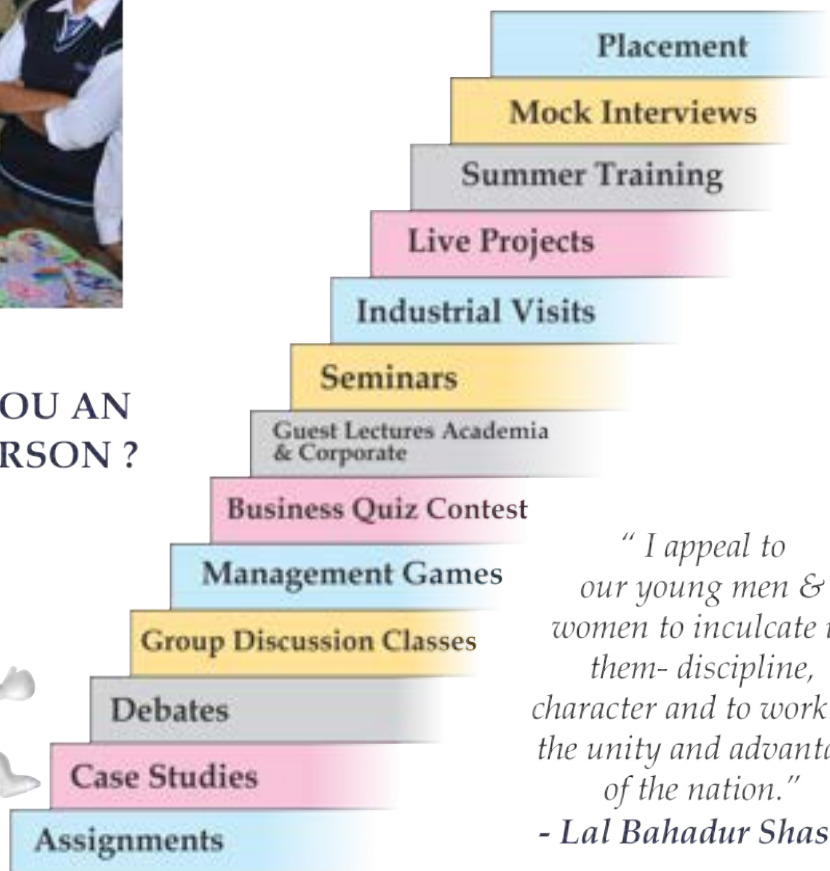


LEARNING PEDAGOGY >>

At SDIMT, Learning is facilitated with help of extensive industry projects, role-plays, management games and case studies to blend theoretical with current business practices. The Programme focuses on contemporary issues faced by industry. Hence industrial visits and guest lectures are arranged from time to time for students exposure.



HOW DOES SDIMT MAKE YOU AN EDUCATED, EMPLOYABLE PERSON ?



“ I appeal to our young men & women to inculcate in them- discipline, character and to work for the unity and advantage of the nation.”
- Lal Bahadur Shastri



Global Setting

S

social grooming and development

D

disciplined lifestyle

I

improving your hidden potentials

M

managerial competencies

T

time management



HIGHLIGHTS



- Multi-dimensional Industry interaction.
- Consistent and excellent placement and training records.
- Excellent team of faculty members dedicated to teaching, research, training and consultancy with a robust blend of exposure of academic and industry.
- Learning takes place through case studies, classroom seminars, projects & assignments.

- Recognized MBA, BBA, MCA & BCA Course.
- Approved by the AICTE and Affiliated to Kurukshetra University, Kurukshetra.
- Unique curriculum with majors in Marketing, Finance, Human Resource, International Business, Information Technology, Computer Application & Languages
- Special assistance to meritorious students.
- Well stocked computerised Library.
- Bus and Transportation Facility/Pick and drop facility.
- State-of-the-art campus with wi-fi facility.



EXCELLENT INFRASTRUCTURE WITH A FUTURISTIC APPROACH »

CAMPUS »

The institute is situated in Jagadhri city, located just 2.5 kms from Yamuna Nagar bus stand and is one of the fastest growing city and hub of information and education. Powerful beams of light and strong shadows create a dramatic and serene ambience that has inspired generations of students to achieve excellence while retaining humility. The campus, spread over 1.4 acres has a unique structure with a lush green gardens cover enriched with workshops, Classrooms, Library, Computer Lab, Common Room Facility.

HOSTEL »

Hygienic and secure hostel facility is available for both boys and girls separately. The rooms are properly ventilated and provided with fans, tube lights and necessary furniture like chairs, tables, and cupboards and other facilities like clean drinking water, generator power back up.

Hostel facility is available for outstation candidates only on payment of hostel charges as applicable from time to time.

Rooms are well furnished and students need to bring only their personal belongings (including bedding for all seasons).

INFRASTRUCTURE & FACILITIES »

Infrastructure plays a crucial role in education. We provide the best infrastructural facilities to our students because we believe that to get the best performance from our students, they must get the best facilities. The institute is aesthetically designed with spacious, well lit and well-ventilated spaces for different purposes. The lush green lawns, the flower beds and beautiful landscaping provide a soothing touch to the eyes of every visitor. The green trees grown along the boundary provide relaxation and energy to the students.

CAFETERIA »

In campus, Cafeteria facility is available, which provides healthy and hygienic food for students at reasonable rates where students can get beverages and snacks. Adequate facilities are available to provide the students clean drinking water and to maintain hygienic environment. A committee consisting of staff and students is constituted to observe the proper functioning of the canteen and its upkeep.



COMPUTER CENTRE >>

(COMPUTER LAB+ Wi-Fi CAMPUS)

The Computer Center is served by a dedicated 200mbps speed provided by one of the largest Internet Service Provider in the world. It is of notable importance to the students as they can access innumerable informative

LIBRARY >>

The institute provides adequate library facility for the students. The library includes seating capacity of approximately 100 people and has peaceful atmosphere so that the students can concentrate on their work. SDIMT Library brings an exhaustive and unparalleled resource and information base resource to the students. The library has excellent collection of encyclopedias, latest Journals,



and educational sites within the premises. The entire campus is wireless and it provides internet connectivity in every nook and corner of the campus that covers canteen, open theatre and lawns.

magazines, newspapers and other standard reading materials. It also has a wide collection of project reports and case studies. Moreover it houses more than 7,000 books and periodicals. We have subscribed to various technical and non-technical magazines and also to well-known journals and periodicals especially in their relevant fields. We also subscribe different newspapers to provide current information to our students. Latest books are added regularly on the recommendation of students & faculty members.



OTHER AMENITIES »»

MEDICAL FACILITY »»

Well equipped medical room with all necessary First-aid facilities, beds etc to cater to the urgent needs of students.

SPORT STADIUM »»

To offer a pleasant environment for academics, healthy living is essential. SDIMT provides multifarious opportunities for its students to develop their skills in various sports activities at national and international level. Various indoor & outdoor games like Table Tennis, Lawn Tennis, Badminton & Chess etc. are provided to improve their physical & mental health.

TRANSPORTATION »»

Bus Facility for students and faculty members from the adjoining areas is available

ETHICAL EDUCATION »»

Our goal is to arm the students with an extra ordinary sense of humanity and a creative intellect, there by equipping them with the ability to work independently and intellectually. We organise 'Havan' and lectures on creating value by eminent personalities.



THE SDIMT

An Institute with a Difference

CORE FACULTY PROFILE

“At SDIMT, faculty gets tremendous freedom and flexibility to creatively design/deliver courses and plan their curriculum. We are a diverse group of individuals actively involved in teaching, training and research & consultancy. The dynamic learning process at SDIMT presents ample challenges and motivation to go ahead in our respective fields.”



Dr. Shelly Gupta

The core Faculty of SDIMT is led by **Dr. Shelly Gupta**, a very dynamic and reputed academican of the area having vast experience of 26 years in Teaching and Research. She is Net qualified having Doctorate in Marketing Management.

She is a Post Graduate in Business Administration with specialization in Marketing. Her book on consumer behaviour has been widely acclaimed by academia and students. Her research papers and articles have been published in various national and international journals. This self motivated leader having vast experience has successfully inculcated research mindset amongst the students and faculty being actively involved in day to day academics.



Dr. Shilpa Jain

Dr. Shilpa Jain is Associate Professor at SDIMT designated as Head of the Department, MBA. She has 26 yrs of teaching experience at graduate and postgraduate level and has worked with ICFAI. She holds Ph.D. (Economics), MBA (Marketing), MA (Eco) & PGDCA. She has been trained in various workshops at national and international level such as IIM (Noida Campus), ASSOCHAM, AIMA & INC Hyderabad. Her articles have been published in various national and international referred journals. She has been a regular project guide of summer trainees. Her area of interest includes Organisational Behaviour, Marketing and Economics.



Dr. Rekha Rathore

Dr. Rekha Rathore is HOD BBA at SDIMT specializing in the field of finance. She is having 18 years of rich experience in Academia. Her area of interest includes Business Statistics, Business law and Accounts. She holds MBA, M.Com, M.phil, SLET and PhD. She has presented papers in national seminars. Her area of research includes Micro Finance, Corporate governance and FDI in service sector. She has 8 publications to her credit. She has published one book in the subject of Entrepreneurial Development

THE SDIMT

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CORE FACULTY PROFILE



Mr. Atul Garg

Mr. Atul Garg is an Assistant Professor at SDIMT having specialization in Finance. He has 18 years of rich experience in academia. His area of interest is Business Statistics, Accounts and Management Science. His qualification is M.Com, M.Phil and MBA. Currently pursuing PhD from Desh Bhagat University, Gobindgarh, Punjab. He has also presented papers in national seminars. His area of research is Finance.



Mrs. Prerna Kaushik

Mrs. Prerna Kaushik is an Assistant Professor of Banking & Marketing. She is having 14 years of industrial experience. She did MBA in Banking and marketing. Her areas of interest are Marketing, Banking, Advertising and Sales & Distribution. She did MBA (Banking & Marketing).



Ms Aditi Madaan

Ms Aditi Madaan is an Assistant Professor at SDIMT specializing in the field of Human Resource Management. She is MBA with an experience of 8 years in teaching. Her area of interest includes Human Resource Management, Training & Development. Her articles were published in national and international journal & also presented paper in National conference.



Ms. Farmida Salmani

Ms. Farmida Salmani is an Assistant Professor of SDIMT in Computer Science & Application department. She is having 5 year of teaching experience. Her qualification is masters in Computer Science & Application (MCA). She has completed her project in ASP.net. Her area of interest includes Computer programming and Mathematics. She is specialized in object oriented programming like C++ and Core Java.

THE SDIMT

An Institute with a Difference

CORE FACULTY PROFILE



Ms. Pooja Rani

Ms. Pooja Rani is an Assistant professor of SDIMT in Computer Science & Application department. She is having one and half year of teaching experience. Her qualification is masters in Computer Science & Application. Her area of interest includes Computer programming and mathematics. She is specialized in c and c++. She encourage students to do better and inspires the students to develop their technical skills.



Dr. Meena Rana

Dr. Meena Rana is an Assistant Professor in Management Department. As far as her qualification is concerned, she has Graduated in 2000 and Post Graduated in 2002 in commerce from Kurukshetra University, Kurukshetra and in 2015 he completed his Doctorate . She started his career from GMN college, Ambala Cantt. in 2005 as a lecturer. She has 15 years teaching experience. Dr. Rana has been working relentlessly and diligently for designing and delivering the content for bridging the Industry Academia gap. She is good event organizer. She is skilled in motivating the students to achieve good academic scores. Her specialization is Finance.



Mr Ashish Singla

Mr. Ashish Singla is an Assistant Professor in S.D. Institute of Management and Technology, Jagadhri. He has 9 year teaching experience and 1 year industry experience. He did B.Com. from Maharaja Agrasen College, Jagadhri in 2011 and MBA in field of management with Marketing as major and HR as minor from Maharaja Agarsen Institute of Management and Technology, Jagadhri in 2013. He did M.Com from KUK University. He is a good event organiser. He work applies an evolutionary perspective in the field of Marketing and HR. He has attended Faculty Development Programmes, national Conferences & Seminars.



Mr. Baldev Singh

Mr. Baldev Singh is an experienced faculty in the computer application department of the esteemed SDIMT. His qualification is MCA under Kurukshetra University Kurukshetra in Haryana. He is technically strong in the various computer application fields like Python, Java, PHP, Oracle and MySQL. He has a greater exposure to deliver lectures with smart techniques. He is committed to helping students in improving and enhancing their technical skills according to corporate sector requirements. With his valuable guidance and motivation students touch the platform of success.

THE SDIMT

An Institute with a Difference

CORE FACULTY PROFILE



Ms. Swati Kalra

Ms Swati Kalra is a assistant professor in computer science & application department. As far as her qualification is concerned. She did master in computer science & application from kurukshetra university kurukshetra. She completed her project in Asp. net. She is having an experience of 4.5 years in teaching. She has presented paper in national seminar. She had a keen interest in the field of mathematics , java, database, graphics. She inspire the students to develop their technical skills and inculcate the spirit of team work in them.



Ms. Neeru

Ms. Neeru is an Assistant Professor in Computer Science & Application Department .As far as her qualification is concerned, she did MCA from Kurukshetra University. She is having 2 years of teaching experience. She Pursued and completed her projects in Laravel 5.She is Specialized in programming like C,C++,HTML5,CSS3Visual Basic. She has done 1 yr Diploma in Web Designing .She encourage students to do better and inspires the students to develop their technical skills.



Ms Kavleen Kaur

Ms. Kavleen Kaur is an Assistant Professor and Soft Skills Trainer in Management Department. As far as her qualification is concerned, she is an MBA in Finance and Marketing. She is an accomplished trainer with strong interpersonal, conceptual and efficacious communication skills with a responsible and resilient attitude .She has an experience of 2 years in teaching.She is trained in honing the interview skills of students contributing to their holistic growth.



Ms. Kusmi Gupta

Ms. Kusumi Gupta is Assistant Professor in Management Department. As far as her qualification is concerned, she is an MBA in Finance and Marketing. She is an Accomplished trainer/mentor/coach with strong interpersonal, conceptual and efficacious communication skills with a responsible and resilient attitude .She has an experience of 3 years in teaching.She is skilled in motivating the students to achieve good academic scores.

THE SDIMT

An Institute with a Difference

NON TEACHING STAFF PROFILE



Mr. Ram Kumar
M.A., M.Lib & Information Science
Librarian



Mr. Ashok Verma
Accountant
Air Force Retd.



Mr. Kulwant Garg
Office Assistant



Mr. Ashok Kumar
Computer Lab. Incharge
& Technical Assistant

THE SDIMT

An Institute with a Difference

CORPORATE INTERFACE

“SDIMT has a super active Industry-Academic interface cell that partners with corporate institutions to enhance the student's learning beyond the classroom. Its activities include organizing seminars on relevant and futuristic topics of interest on business aspects, inviting CEO's of top companies to come and share the realities of running a business first-hand, arranging constant projects and visits for students. SDIMT also has an extensive Management Development Programs and publication activities.”





BEYOND CLASS-ROOM »

SDIMT strives to inculcate a spirit of participation, leadership and creativity among students through providing opportunities both inside and outside the class room by organizing activities that stimulate the learning process. The Institute emphasizes upon learning these skills through action. Students are empowered to think out of the box, take onus of implementation and execute activities with responsibility. The successful organization of events by students have an outcome that leads to learning through experience by working in a team, bringing innovative ways of implementation,

overcoming problems, accepting challenges and learning from the mistakes or shortcomings for further improvements on the way. The satisfaction of having executed something worthwhile generates self confidence and leads to a degree of pride in self and the Institute. This process of student learning through active participation is institutionalized by creating forums and action committees. While academic management of the Institute is faculty centric, each activity has an associated student body as committee for planning, execution and management of events entirely through student participation.

STUDENTS CLUB »

Our aim behind having an array of activities is to leave a portfolio that makes us fit in every sphere of business world.

RENDEZVOUS - "Experience the corporate Quintessence" »

Rendezvous is a group of students and faculty that focus on maintaining raisin with industry leaders who can provide excellent values to the students through their inspirational and thought provoking interactive sessions.

FINNAC TANK - "The case study Competition" »

The cell emphasize upon the development of the corporate financial manager and how he/she reaches decisions as to capital investments, dividends and financing of all sorts. The club, with an intelligent mix of activities promises to equip its members with the requisite financial expertise and prepare them to make them best in the corporate world outside.





PINNACLE - "Quiz Circles" »

The Club focuses on improving the general awareness of the young executives through quiz competition covering all the areas of business, IT, Economy, Society etc.....

TERRA INCOGNITA - "Exploring the unexplored business plan" »

Terra Incognita provides ideal platform for the students for learning business planning. This club provides the artificial environment of the actual business world in which students explore new opportunities.

SYNERGY - "Team Building" »

The club focuses on imparting the team spirit among students by various management games and interactive sessions.

PIONEERS- "Public Speaking" »

The club focuses on improving the communication and presentation skills in budding managers through active debates and communication exercises. The forum creates a common platform for speakers where they can test their speaking and communication abilities.





Bachelor of Business Administration (BBA)

SCHEME OF EXAMINATION

Semester : I

Paper Code	Paper Title
BBA-101	Business Organization
BBA-102	Business Accounting -1
BBA-103	Managerial Economics -1
BBA-104	Business Mathematics
BBA-105	Hindi
BBA-106	Computer Fundamentals
BBA-107	Seminar

* The seminar will be presented by each student on any topic relating to Indian ethos and values and current socio-economic context.

Semester : IV

Paper Code	Paper Title
BBA-208	Human Behavior at work
BBA-209	Macro Business Environment
BBA-210	Business Statistics-II
BBA-211	Marketing Management
BBA-212	Financial Management
BBA-213	Principles of Material Management
BBA-214	Viva-Voce

The students are required to undergo 6 to 8 weeks training in company/ organization of high repute. The students must obtain prior approval of the Principal before going for his/ her training. On completion each students will be required to submit training report not exceeding 60 to 70 pages which shall be evaluated in the Fifth Semester. Training Report must be submitted 15 days before the start of the 5* Semester Examination.

Semester : II

Paper Code	Paper Title
BBA-108	Principle of Management
BBA-109	Analysis of Financial Statements
BBA-110	Managerial Economics-II
BBA-111	Understanding Social Behaviour
BBA-112	Business Mathematics-II
BBA-113	Business Communication-I
BBA-114	Viva-Voce
BBA-115	Environmental Studies

Semester : V

Paper Code	Paper Title
BBA-301	Business Law-1
BBA-302	Principle of retailing
BBA-303	Principle of banking
BBA-304	Fundamentals of E-Commerce
BBA-305	Export procedure & Documentation
BBA-306	Principle of production Management
BBA-307	Training Report

Semester : III

Paper Code	Paper Title
BBA-201	Understanding Human behavior
BBA-202	Micro Business Environment
BBA-203	Business Statistics-I
BBA-204	Management Accounting
BBA-205	Fundamental of DBMS & ORACLE
BBA-206	Business Communication-II
BBA-207	Seminar

Semester : VI

Paper Code	Paper Title
BBA-308	Entrepreneurship Development
BBA-309	Business Law-II
BBA-310	Logistics Management
BBA-311	Principle of Insurance
BBA-312	Introduction to Financial services
BBA-313	Viva Voce



Bachelor of Computer Application (BCA)

SCHEME OF EXAMINATION

Semester : I

Paper Code	Paper Title
BCA-111	Computer and Programming fundamentals
BCA-112	Window and PC Software
BCA-113	Mathematical Foundations-I
BCA-114	Logical Organization of Computers
BCA-115	Communicative English
BCA-116	Programming in C

Semester : IV

Paper Code	Paper Title
BCA-241	Advanced Data Structures
BCA-242	Advanced Programming using C++
BCA-243	E-Commerce
BCA-244	Relational Data Base Management System
BCA-245	Computer Oriented Statistical Methods
BCA-246	Management Information System
BCA-251	Lab-I Based on BCA-231 & BCA-242
BCA-252	Lab-II Based on BCA-232 & BCA-241

Semester : II

Paper Code	Paper Title
BCA-121	Advanced Programming in C
BCA-122	Logical Organization of Computers-II
BCA-123	Mathematical Foundation-II
BCA-124	Office Automation Tools
BCA-125	Structured System Analysis and Design
BCA-126	Personality Development
BCA-131	Lab-I Based on BCA-112 & BCA-124
BCA-132	Lab-II Based on BCA-116 & BCA-121

Semester : V

Paper Code	Paper Title
BCA-351	Web Designing Fundamentals
BCA-352	Operating System-I
BCA-353	Artificial Intelligence
BCA-354	Computer Network
BCA-355	Programming Using Visual Basic
BCA-356	Multimedia Tools

Semester : III

Paper Code	Paper Title
BCA-231	Object Oriented Programming Using C++
BCA-232	Data Structures
BCA-233	Computer Architecture
BCA-234	Software Engineering
BCA-235	Fundamentals of Data base Systems
BCA-236	Computer Oriented Numerical Methods

Semester : VI

Paper Code	Paper Title
BCA-361	Web Designing Using Advanced Tools
BCA-362	Operating System-II
BCA-363	Computer Graphics
BCA-364	Internet Technologies
BCA-365	Advanced Programming with Visual Basic
BCA-366	Programming in Core Java
BCA-371	Lab- I Based on BCA-351 & 361
BCA-372	Lab-II Based on BCA-355 & 365



Master of Business Administration (MBA)

SCHEME OF EXAMINATION

Semester : I

Paper Code	Paper Title
MBA-101	Management Process and Organizational Behavior
MBA-102	Managerial Economics
MBA-103	Business Communication
MBA-104	Business Environment
MBA-105	Financial Reporting, Statements and Analysis
MBA-106	Statistics and Analytics for Decision Making
MBA-107	Computer Applications for Business
MBA-108	Soft Skills/Seminar/Presentation

Semester : II

Paper Code	Paper Title
MBA-201	Optimization Models for Business Decisions
MBA-202	Business Research Methodology
MBA-203	Production and Operations Management
MBA-204	Marketing Management
MBA-205	Corporate Finance
MBA-206	Human Resources Management
MBA-207	Legal Environment
MBA-208	Comprehensive Viva-Voce

Note: Students after completion of second semester are required to undergo summer internship of 6-8 weeks in a reputed business organization, which shall be credited as MBA-303 in the third semester.

During Second year, in addition to compulsory papers and research project, students shall have to choose six optional papers each in third and fourth semesters from the list of optional papers announced at the beginning of each semester. A student is required to specialize in two areas (One Major and other Minor) by opting at least four papers (in major area) two papers from (in minor area in third and fourth semester).

Semester : III

Paper Code	Paper Title
MBA-301	Corporate Strategy
MBA-302	Indian Ethos and Business Ethics
MBA-303	Summer Internship & Field Work

Semester : IV Semester Compulsory/Core Papers

Paper Code	Paper Title
MBA-401	Entrepreneurship development
MBA-402	Corporate Social Responsibility and Sustainability
MBA-403	Research Report and Comprehensive Viva-Voce

LIST OF OPTIONAL SPECIALIZATIONS AVAILABLE IN 3RD AND 4TH SEMESTER

Finance

Marketing

HRM

International Business

International Technology

Production & Operation Management

Entrepreneurship Development

Business Analytics

Agri-Business Management





Masters of Computer Application (MCA) SCHEME OF EXAMINATION

Semester : I

Paper Code	Paper Title
MCA-20-11	Programming in Java
MCA-20-12	Data Structures using C++
MCA-20-13	Operating Systems
MCA-20-14	Data Communication and Computer Networks
MCA-20-15	Object-Oriented Analysis and Design using UML

Semester : II

Paper Code	Paper Title
MCA-20-21	Web Technologies
MCA-20-22	Linux and Shell Programming
MCA-20-23	Advanced Data Base Systems
MCA-20-24	Elective-I
MCA-20-25	Elective-II
Elective I	
MCA-20-24 (i)	Principles of Programming Languages
MCA-20-24 (ii)	
MCA-20-24 (iii)	
Elective II	
MCA-20-25 (i)	Theory of Computation
MCA-20-25 (ii)	
MCA-20-25 (iii)	
	Design and Analysis of Algorithms
	Security in Computing

Semester : III

Paper Code	Paper Title
MCA-20-31	Computer Architecture and Parallel Processing
MCA-20-32	Data Mining and Integration using R
MCA-20-33	Artificial Intelligence
MCA-20-34	Elective-III
MCA-20-35	Elective-IV
MCA-20-38	Summer Training / Internship (Industry Based)

Paper Code	Paper Title
Elective III	
MCA-20-34 (i)	Cloud Computing and IoT
MCA-20-34 (ii)	Cyber Security
MCA-20-34 (iii)	Digital Marketing
Elective IV	
MCA-20-35 (i)	Advances in Java
MCA-20-35 (ii)	Advanced Web Technologies
MCA-20-35 (iii)	Programming with Kotlin

Semester : IV

Paper Code	Paper Title
MCA-20-41	Big Data and Pattern Recognition
MCA-20-42	Computer Graphics and Animation
MCA-20-43	Mobile Application Development
MCA-20-44	Elective-V
MCA-20-45	Elective-VI
MCA-20-47	Project Based on MCA-20-43
Elective V	
MCA-20-44 (i)	Soft Computing
MCA-20-44 (ii)	
MCA-20-44 (iii)	
Elective VI	
MCA-20-45 (i)	Digital Image Processing
MCA-20-45 (ii)	
MCA-20-45 (iii)	
	Optimization Techniques
	Information Systems
	Blockchain Technology

RELEVANCE OF ACADEMIC INFORMATION AND GRADING POLICY



A student's grade in the final course will be determined by considering the following factors:

- 1. Attendance :** 75% attendance is compulsory for all classes. This facilitates interaction with the instructor and fellow students as highest level of learning is achieved by this method. Students who do not have the requisite 75% attendance in each subject are barred from the final examination of that semester.
- 2. Reading :** Every student is expected to have thoroughly read and reviewed all reading assignments from the required text or other reference material.
- 3. Discussion :** Students must participate in regular classroom discussions as concepts are cleared and fresh perspectives are formed

4. Testing and Writing Projects: Students will complete online tests for online courses and case studies for offline courses.

5. Assignments : Students complete group and individual assignments course. Group projects inculcate team spirit.

6. Seminars : Students are expected to attend maximum number of seminars by guest faculty, weekly quizzes, as well as seminars conducted outside where SDIMT students are sent.

Attendance in external seminars attracts bonus points. All of these methods help students in maximising their learning, particularly as they are able to see direct linkages between theory and practical.

Assessment Weightage

Assessment and Attendance criteria will be followed as shown here under :

Sr. No.	Break-up of Evaluation criteria	Weightage (MBA)	Weightage (MCA)	Description	Weightage (BBA & BCA)	Description
1.	Attendance	5	5	Total classes attended shall add upto 5 marks	10	91% and above - 10 marks 81% to 90% - 8 marks 75% to 80% - 6 marks 70% to 74% - 4 marks 65% to 69% - 2 marks
2.	Presentation/Case Study	5	N/A	5 marks Subject specific at the discretion of the faculty	5	N/A
3.	Assignments	5	N/A	5 marks Subject specific at the discretion of the faculty	5	N/A
4.	Sessionals	4	S-1 (10) & S-2 (10)	4 marks Subject specific at the discretion of the faculty	10	
5.	Test Week -2	4	N/A	4 marks Subject specific at the discretion of the faculty	10	
6.	Pre-University	7	N/A	7 marks Subject specific at the discretion of the faculty	10	
	Total (Internal)	30	25		50	
	Total (External)	70	75		50	
	Total (Internal+ Ex-ternal)	100	100		100	

* The weightage given to each component may vary from course to course.

* University examinations are conducted separately and degree is awarded by the University.



ELIGIBILITY REQUIREMENT >>

Eligibility for BBA/BCA

- A person who has passed 10+2 examination or any other examination recognised as equivalent thereto, with English as one of the subjects obtaining at least 40% marks in the aggregate, shall be eligible for the course of BBA in the affiliated colleges.
- A person who has passed 10+2 examination or any other examination recognised as equivalent, obtaining at least 50% marks in the aggregate shall be eligible for the course of BCA in the affiliated colleges.
- The eligibility conditions in the case of Directorate of Correspondence Courses shall be as under:
Senior Secondary Examination (10+2 Standard) of Board of School Education Haryana or Diploma in Pharmacy/Diploma from Polytechnic or any other Diploma awarded by the Technical Education Board, Haryana of not less than of two years, duration/Diploma awarded by other state board of Technical Education/recongised by All India Technical Education Board/Pharmacy Council of India or any other Examination recognised by the Academic Council of Kurukshetra University as equivalent to 10+2 Standard.
- If the student has passed polytechnic then he/she has to clear the additional paper of Hindi Subject.



ELIGIBILITY FOR ADMISSION IN MBA/MCA >>

Graduation in any stream with 50% Marks for general category and 45% SC

Documents Required for Admission For MBA/MCA Student (Three copies each)

Kurukshetra University	Other University
Mark Sheets of I,II & III Years	Mark Sheets of I,II & III Years
Character Certificate	Character Certificate
Medical Certificate	Medical Certificate
Gap year certificate if there is gap	Gap year certificate if there is gap
5 colored passport size photographs	5 colored passport size photographs
SC/ST or BC Certificate if belonging to that group	SC/ST or BC Certificate if belonging to that group
Adhaar Card	Migration Certificate



DOCUMENTS REQUIRED FOR ADMISSION >>

For BBA & BCA Students (Three copies of each)

Haryana Board	CBSE/ICSE Board	Other Board
10 th class mark sheet	10 th class mark sheet	10 th class mark sheet
12 th class mark sheet	12 th class mark sheet	12 th class mark sheet
Migration certificate	Migration certificate	Migration certificate
Medical certificate	Medical certificate	Medical certificate
Character certificate	Character certificate	Character certificate
Transfer certificate	Transfer certificate	Transfer certificate
5 colored passport size photographs	5 colored passport size photographs	5 colored passport size photographs
Gap year Certificate	Gap year Certificate	Gap year Certificate
Sc/ST or BC Certificate if belonging to that group	Sc/ST or BC Certificate if belonging to that group	Sc/ST or BC Certificate if belonging to that group



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MERITORIOUS STUDENTS

University Rank Holder

MBA



VAIBHAV
2nd Position in KUK



VRITTI
7th Position in KUK



MUSKAN
8th Position in KUK



TARANPREET
10th Position in KUK



JASLEEN
11th Position in KUK

BCA



NEHA
9th Position in KUK



MEHAK VIG
6th Position in KUK

Institute's Gem

BBA



MUSKAN
1st Position in KUK



“Making Our Presence Felt”



VAIBHAV (MBA)
Axis Bank
Creative Buffer
Lead Origin



HIMANSHI (MBA)
Lead Origin



PRABHLEEN (MBA)
Lead Origin



BHAWNA (MBA)
Lead Origin



HARVINDER (MBA)
Swami Vivekanand Hospital



VRITI (MBA)
Lead Origin



SAGUN (MBA)
Axis Bank



RANJAN (MBA)
Axis Bank



RAM MURTI (BBA)
Planet Spark



YASHIKA (BBA)
Planet Spark
Select Source International
Pvt. Ltd.



PURNIMA (BBA)
Axis Bank
Lead Origin
Nexa



MANIK (BBA)
Kotak Life Insurance
Sarvodaya Infotech Pvt. Ltd.
Swami Vivekanand Hospital



PARAS (BBA)
Sarvodaya Infotech Pvt. Ltd.
Kotak Life Insurance



RAHUL (BBA)
Nexa
Arora Technologies



SIMARJEET (MBA)
Kotak Life Insurance

PLACEMENTS >>

SDIMT Placement cell seeks to provide experience of the corporate world to students for enhancing their conceptual & analytical skills to communicate with dynamic global world.



SRISHTI (BBA)
Tourist Book Pvt. Ltd.



TAMANA (BBA)
Tourist Book Pvt. Ltd.



PARKHI (MBA)
Tourist Book Pvt. Ltd.



VANADAN (MBA)
AXIS BANK



ANKIT GARG (MBA)
Shri Ram Finance Ltd.
Sarvodaya Infotech Pvt. Ltd.



CHERRY (MBA)
Axis Bank



GURLEEN (MBA)
Sarvodaya Infotech Pvt. Ltd.



SHIVANI (BCA)
Ashriya Infotech Pvt. Ltd.



MUSKAN (BCA)
Tourist Book Pvt. Ltd.



KARISHMA (BCA)
Trigent Solution



LALITA (BCA)
Tourist Book Pvt. Ltd.



MANIKA (BCA)
Ashriya Infotech Pvt. Ltd.



GURDEEP (BCA)
Trigent Solution
Lead Origin



SHIVANI (BCA)
Tourist Book Pvt. Ltd.



DRISHTI (BCA)
Sisfy Technology
Lead Origin

JOB FAIR





OUR CORPORATE PARTNERS >>









Celebrations



ACCOUNT OFFICE

- The payment of the fees at the time of registration does not in any way confirm the admission.
- The amount of fees received along with the application form is not refundable except mentioned.
- The entire amount towards the fees must be paid before the commencement of the academic session.
- In case the full fee is not paid by the due date, the amount paid towards the provisional admission shall stand forfeited and College shall not be held responsible.
- Fees is payable in advance for all courses. Any amount paid is not refundable for any reason whatsoever.
- Fee shall be payable for such period, for which the student is absent/on leave from the institute.
- The name of the student shall be liable to be struck off the rolls due to nonpayment of fee on the due date. He/She shall have to pay fresh admission fee for seeking re-admission.
- Fee shall be payable for the full session, even if the student leaves the institute prior to the expiry of mid Session.
- The Fee for tuition and hostel is paid for full academic year ending 30th June, every year. Application fee is non adjustable and non refundable.
- Normally no extension in terms of fees would be allowed within the prescribed time limit; in special circumstances the extension to deposit the fees is allowed subject to approval of the Director of the College in writing, failing to pay even after the extension a fine as per norms will be imposed, till actual date of payment.
- The student must affix passport size photographs to the Admission Form. The College shall be entitled to use such photographs for publication in any journal, book, brochure, newspaper & other media.
- Regular and punctual attendance is insisted upon being important factor towards sessional assessment. No leave or absence is given without application in writing from the guardian. Students who have been absent from class must have die reason for their absence briefly noted in regularity record. Reasons of a private nature if any is to be intimated by a letter. Birthdays, excursions, urgent business are not sufficient reasons.
- Students remaining continuously absent for more than a month without permission is liable to be excluded from the rolls and re-admission may be refused.
- Those who have been absent must show the Lecturers their regularity record duly countersigned by the Director before entering the classroom.
- No student is allowed to leave the College premises except on the strength of a letter of request from his/her guardian and sanctioned by the Director.
- Students are responsible and answerable to the College authorities for their conduct in and out of the College. Students are to address the Lectures and all members of the staff with due respect and politeness. On their way to and from the College, they are expected to behave in a courteous manner.

DISCIPLINE

Self-discipline is the best discipline

- Students must be courteous and polite towards the employees of the Institute, other students, visitors and respect to the teachers.
- In order to ensure discipline amongst the students a Disciplinary Committee including members of the faculty have been constituted to report, examine and investigate the cases of misconduct and indiscipline, breach of rules and recommend a suitable disciplinary action. The Director shall give hearing to the student reported against and pass orders on the recommendations of the Disciplinary Committee.
- In case of damage of any college property, student/students are expected to compensate for the same.
- No society or association or club shall be formed without the prior permission of the Head of Institute.
- Student is expected to come to the college in the appropriate uniform.
- Smoking/Drinking in campus is strictly prohibited.
- Multimedia phones are strictly prohibited. Cell phone should be switched off when student enter the college premises.
- Student should maintain discipline in and outside the Campus and exhibit responsible behavior keeping in mind the reputation of the college.
- Students are not allowed to organize any get-together or events without permission from the concerned person.
- Students will not be allowed to enter the college premises without the Identity cards. The security at the main gate or any other concern person in this regard will have authority to check I- Card.
- 100% Attendance for theory and Practical is Mandatory. However 25% relaxation is there in Theory in case any student is ill or has serious family problems. Medical certificate in this case The student will not be allowed to appear for examination if attendance is less than 75%.
- Students are required to reach college at 8.45 am sharp.
- College timings are from 9:00 am to 4:30 pm. No student is allowed to leave the college premises without the permission of concerned authority
- The College shall have right to change the time schedule of the course at any time.
- The College will provide job assistance to the students on successful completion of the course but does not stand guarantee for job.

RAGGING AND EVE - TEASING

Ragging, eve-teasing and/or abetting the same in any form, mental or physical, inside outside the institutes is an offence prohibited by law. Mental and / or physical harassment any students) by whatsoever name called which have the effect of de-humanization affects the self esteem of a student (s) is an offence. Any student (s) found indulging in a activity shall forthwith be fined and shall be expelled from the institute, without exception.

ANTI-RAGGING CELL

The college has a zero tolerance policy towards ragging related matters. All issues in this regard will be dealt with utmost urgency and stringent action will be taken against those who are involved. An anti-ragging squad is in operation under the overall charge of the dean, student welfare. Written undertakings are also taken that if anyone is found indulging in ragging he/she is likely to be punished appropriately. There is a strict action on seniors inside and outside the campus. Hostel authorities are also put on high alert.

Signature
Parents/Guardians

Director

COMPUTER LAB. RULES

All the Hostellers shall have to abide by the following hostel rules:

- Students must present a valid ID card before entering the computer lab.
- Users are strictly prohibited from modifying or deleting any important files and install any software or settings in the computer.
- Students are not allowed to use personal Pen Drives, CDs, DVDs etc., in a Computer Lab. Only prescribed official Pen Drives, CDs, DVDs etc. will be used in the Computer Lab to avoid VIRUS in Computers.
- Eating and drinking inside the computer labs is strictly prohibited
- Playing games on computer in the lab is strictly prohibited.
- Users are strictly prohibited from downloading, viewing or distributing any offensive objectionable materials.
- Internet facility is only for educational/ study purpose.
- The lab must be kept clean and tidy at all times. Lab timing will be as per the academic time table of different classes
- In case of theft / destruction of the computers or peripherals, double the cost of the loss will be charged from the student/user.
- The use of cell phones is prohibited in the computer lab. Shoes are not allowed in the Lab
- Before leaving the lab, users must close all programs positively and keep the desktop blank & chair on place
- DO NOT leave your personal belongings at the computer lab. College is not responsible for any items left behind.

LIBRARY RULES FOR STUDENTS

- The library shall remain open on all working days of the Institute.
- Three Books are allowed to BBA / BCA Students and four books to MBA/MCA students.
- Books are allowed for 10 days at the most. Two books can be issued to the first three position holder for whole session.
- The books on loan can be recalled at any time, if necessity arises.
- Students have to submit Rs. 1000/- for the book security.
- Reference books, rare books, magazine / periodicals shall not be issued, except in very special case at the discretion of the librarian.
- The students will have to appear in person to get the books issued / re-issued.
- Over due charge of Re. 2/- per day per book shall be levied up to 10 days and after that Rs. 5per day per book. Students are advised to return the books in time.
- Students must carry their Library membership identity card with them whenever they enter the Institute library. They can be refused admission to the library or can be turned out of the library, if they fail to produce their Library membership cards on demand.
- Damaging and defacing of books is highly objectionable and may lead to cancellation of membership privileges and replacement of damaged books by new ones.
- Students are required to replace books lost by them with the same / latest edition or deposit double the original price of the book, and current conversion rate in case of foreign books will be applicable.
- Smoking is strictly prohibited in the Library.
- Nobody will be permitted to bring umbrellas, a sticks, in the Institute library.
- Switch off or in vibration mode, mobile when you are in library.
- Not to indulge in tearing off, marking or dog-earing of the pages of a book.
- Not to indulge in talking or making noise while inside the library.
- Any misuse of library privileges will be considered as a serious breach of discipline and the Director can take such action as is necessary after consulting the Librarian.
- The Librarian has the discretion to refuse admission and to demand any book of the library at any time.
- Not to create indiscipline in the library and observe library rules strictly.
- Director may change any or all the Library Rules without any notice.
- Students are expected to read the notices by the librarian from time to time. Ignorance will be no-excuse.



SDiMT

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