



**INDIRA GANDHI NATIONAL OPEN UNIVERSITY**  
**REGIONAL CENTRE DELHI-1**

**COUNSELLING SCHEDULE**

**SC CODE: 0739 P**  
**SC NAME: COMM-IT ACADEMY**

**SESSION (MONTH & YEAR): OCT 2018**  
**PROGRAMME: BCA 1<sup>st</sup> Sem.**

<b>Date &amp; Day</b>	<b>Time</b>	<b>Course Code</b>	<b>Block to be Covered</b>	<b>Name of the Academic Counselor</b>	<b>Venue (Room No.)</b>	<b>If A/V Cassettes to be used YES/NO</b>
Monday 01-10-18	<b>07:00 AM – 10:00 PM</b>	B11,B12,B13 (BCSL-013) PR	Section I Operating System	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO
Monday 01-10-18	<b>10:00 AM – 12:00 PM</b>	B1(A) FEG-02	Block-1	SHAILJA GUPTA	207	NO
Tuesday 02-10-18	<b>07:00 AM – 10:00 PM</b>	B11,B12,B13 (BCSL-013) PR	Section I Operating System	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO
Tuesday 02-10-18	<b>10:00 AM – 12:00 PM</b>	B1(A) FEG-02	Block-2	SHAILJA GUPTA	207	NO
Wednesday 03-10-18	<b>07:00 AM – 10:00 PM</b>	B11,B12,B13 (BCSL-013) PR	Section I Operating System	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO
Wednesday 03-10-18	<b>10:00 AM – 12:00 PM</b>	B1(A) FEG-02	Block-3	SHAILJA GUPTA	207	NO
Thursday 04-10-18	<b>07:00 AM – 10:00 PM</b>	B11,B12,B13 (BCSL-013) PR	Section-2 Word Processor	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO
Thursday 04-10-18	<b>10:00 AM – 12:00 PM</b>	B1(A) FEG-02	Block-4	SHAILJA GUPTA	207	NO
Monday 08-10-18	<b>10:00 AM – 12:00 PM</b>	B1(A) FEG-02	Block-5	SHAILJA GUPTA	207	NO
Tuesday 09-10-18	<b>07:00 AM – 10:00 PM</b>	B11,B12,B13 (BCSL-013) PR	Section-2 Word Processor	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO

Tuesday 09-10-18	<b>10:00 AM – 12:00 PM</b>	B1(A) ECO-01	Block-1 Basic Concept & Forms of Business Org.	VIMMY AGGARWAL	207	NO
Wednesday 10-10-18	<b>07:00 AM – 10:00 PM</b>	B11,B12,B13 (BCSL-013) PR	Section-2 Word Processor	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO
Wednesday 10-10-18	<b>10:00 AM – 12:00 PM</b>	B1(A) ECO-01	Block-2 Financing of Business	VIMMY AGGARWAL	207	YES
Thursday 11-10-18	<b>07:00 AM – 10:00 PM</b>	B11,B12,B13 (BCSL-013) PR	Section-2 Word Processor	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO
Thursday 11-10-18	<b>10:00 AM – 12:00 PM</b>	B1(A) ECO-01	Block-3 Marketing	VIMMY AGGARWAL	207	YES
Monday 15-10-18	<b>10:00 AM – 12:00 PM</b>	B1(A) ECO-01	Block-4 Business Services	VIMMY AGGARWAL	207	YES
Tuesday 16-10-18	<b>10:00 AM – 12:00 PM</b>	B1(A) ECO-01	Block-5 Government & Business	VIMMY AGGARWAL	207	YES
Thursday 18-10-18	<b>07:00 AM – 10:00 PM</b>	B11,B12,B13 (BCSL-013) PR	Section-3 Spread Sheet	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO
Thursday 18-10-18	<b>10:00 AM – 12:00 PM</b>	B1 (A) BCS-011	Block-1 Basic of Computer Hardware	KUSUM LATA BHARTI	207	YES
Monday 22-10-18	<b>07:00 AM – 10:00 PM</b>	B11,B12,B13 (BCSL-013) PR	Section-3 Spread Sheet	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO
Monday 22-10-18	<b>10:00 AM – 12:00 PM</b>	B1 (A) BCS-011	Block-1 Basic of Computer Hardware	KUSUM LATA BHARTI	207	NO
Tuesday 23-10-18	<b>07:00 AM – 10:00 PM</b>	B11,B12,B13 (BCSL-013) PR	Section-3 Spread Sheet	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO
Tuesday 23-10-18	<b>10:00 AM – 12:00 PM</b>	B1 (A) BCS-011	Block-1	KUSUM LATA BHARTI	207	NO

			Basic of Computer Hardware			
Wednesday 24-10-18	<b>10:00 AM – 12:00 PM</b>	B1 (A) BCS-011	<b>Block-2</b> Basic of Computer Software	KUSUM LATA BHARTI	207	YES
Thursday 25-10-18	<b>10:00 AM – 12:00 PM</b>	B1 (A) BCS-011	<b>Block-2</b> Basic of Computer Software	KUSUM LATA BHARTI	207	NO

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Date & Day	Time	Course Code	Block to be Covered	Name of the Academic Counselor	Venue (Room No.)	If A/V Cassettes to be used YES/NO
Thursday 01-11-18	07:00 AM – 10:00 PM	B11,B12,B13 (BCSL-013) PR	Section-3 Spread Sheet	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO
Thursday 01-11-18	10:00 AM – 12:00 PM	B1 (A) BCS-011	<b>Block-2</b> Basic of Computer Software	KUSUM LATA BHARTI	207	YES
Monday 05-11-18	07:00 AM – 10:00 PM	B11,B12,B13 (BCSL-013) PR	Section-4 Power Point	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO
Monday 05-11-18	10:00 AM – 12:00 PM	B1 (A) BCS-011	Block-3 Internet Technologies	KUSUM LATA BHARTI	207	YES
Tuesday 06-11-18	07:00 AM – 10:00 PM	B11,B12,B13 (BCSL-013) PR	Section-4 Power Point	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO
Tuesday 06-11-18	10:00 AM – 12:00 PM	B1 (A) BCS-011	Block-3 Internet Technologies	KUSUM LATA BHARTI	207	YES
Thursday 08-11-18	10:00 AM – 12:00 PM	B1 (A) BCS-011	Block-3 Internet Technologies	KUSUM LATA BHARTI	207	YES
Monday 12-11-18	07:00 AM – 10:00 PM	B11,B12,B13 (BCSL-013) PR	Section-4 Power Point	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	YES
Monday 12-11-18	10:00 AM – 12:00 PM	B1 (A) BCS-012	Block-1 Algebra I	SURAJ PRAKASH MISHRA	207	YES
Tuesday 13-11-18	07:00 AM – 10:00 PM	B11,B12,B13 (BCSL-013) PR	Section-5 E-mail	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO

Tuesday 13-11-18	10:00 AM – 12:00 PM	B1 (A) BCS-012	Block-1 Algebra I	SURAJ PRAKASH MISHRA	207	YES
Wednesday 14-11-18	07:00 AM – 10:00 PM	B11,B12,B13 (BCSL-013) PR	Section-5 E-mail	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO
Wednesday 14-11-18	10:00 AM – 12:00 PM	B1 (A) BCS-012	Block-2 Algebra II	SURAJ PRAKASH MISHRA	207	NO
Thursday 15-11-18	10:00 AM – 12:00 PM	B1 (A) BCS-012	Block-2 Algebra II	SURAJ PRAKASH MISHRA	207	NO
Monday 19-11-18	07:00 AM – 10:00 PM	B11,B12,B13 (BCSL-013) PR	Section-5 E-mail	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO
Monday 19-11-18	10:00 AM – 12:00 PM	B1 (A) BCS-012	Block-2 Algebra II	SURAJ PRAKASH MISHRA	207	NO
Tuesday 20-11-18	07:00 AM – 10:00 PM	B11,B12,B13 (BCSL-013) PR	Section-6 Browsing & Discussion Forum	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	YES
Tuesday 20-11-18	10:00 AM – 12:00 PM	B1 (A) BCS-012	Block-3 Calculus	SURAJ PRAKASH MISHRA	207	NO
Wednesday 21-11-18	07:00 AM – 10:00 PM	B11,B12,B13 (BCSL-013) PR	Section-6 Browsing & Discussion Forum	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	YES
Wednesday 21-11-18	10:00 AM – 12:00 PM	B1 (A) BCS-012	Block-1 Algebra I	SURAJ PRAKASH MISHRA	207	NO
Thursday 22-11-18	07:00 AM – 10:00 PM	B11,B12,B13 (BCSL-013) PR	Section-6 Browsing & Discussion Forum	ANSHU RASTOGI, SANUKTA KESARWANI, KUNAL ANAND	LAB-2	NO
Thursday 22-11-18	10:00 AM – 12:00 PM	B1 (A) BCS-012	Block-3 Calculus	SURAJ PRAKASH MISHRA	207	NO
Monday 26-11-18	10:00 AM – 12:00 PM	B1 (A) BCS-012	Block-4 Vectors & Three Dimensional Geometry	SURAJ PRAKASH MISHRA	207	NO
Tuesday 27-11-18	10:00 AM – 12:00 PM	B1 (A) BCS-012	Block-4 Vectors & Three	SURAJ PRAKASH MISHRA	207	NO

			Dimensional Geometry			
Wednesday 28-11-18	<b>10:00 AM – 12:00 PM</b>	B1 (A) BCS-012	Block-4 Vectors & Three Dimensional Geometry	SURAJ PRAKASH MISHRA	207	NO
Thursday 29-11-18	<b>10:00 AM – 12:00 PM</b>	B1 (A) BCS-012	Block-3 Calculus	SURAJ PRAKASH MISHRA	207	NO

#### NOTE FOR STUDENTS

- (Sample note):
1. Please try to attend the counseling sessions regularly.
  2. Study relevant blocks at home before coming to the counseling session. Identify the points you may like to discuss/clarify with the Counselor.
  3. Please bring your relevant course material with you during the counseling sessions for ready reference.
  4. Always carry your IGNOU I-card during the visit to the Study Centre.

Coordinator's / PIC's Name and Signature

**Mr. Gyanendra Shukla**  
**PIC**  
**SC-0739P**

Date: 10<sup>TH</sup> OCT 2018