REPORT ON THE SEVEN-DAY INDUCTION PROGRAMME

For Newly Admitted Students

Institution	GP Siwan
Programme Dates	22–29 August 2024
Principal	Dr. Praveen Pachauri
Programme Coordinator	Mr. Vicky Kumar Baitha

1. Introduction

GPSiwan organized a seven-day induction programme for newly admitted students from 22 to 29 August 2024 under the guidance of Principal Dr. Praveen Pachauri and the coordination of Mr. Vicky Kumar Baitha. The programme was intended to help students become familiar with the institution, its academic environment, facilities, rules and expectations. It also aimed to make the transition from school to technical education comfortable, positive and well organised.

2. Objectives of the Programme

- To welcome newly admitted students and introduce them to the institution.
- To explain the academic system, attendance requirements, discipline and student responsibilities.
- To familiarise students with laboratories, library and other available facilities.
- To encourage teamwork, communication, confidence and a positive attitude towards learning.
- To create awareness about safety, professional ethics and career opportunities in technical education.

3. Inauguration and Welcome

Theprogrammebegan witha welcomefor the new students and an introduction to the purpose of induction. The Principal, Dr. Praveen Pachauri, provided leadership and guidance for the programme. Coordinator Mr. Vicky Kumar Baitha helped organise the activities and communicate the programme plan to students. Students were encouraged to participate actively, ask questions and make effective use of the learning opportunities available at the institution.



4. Day-Wise Programme Overview

Thefollowingis astructuredsummary of thethemes suitable for the seven-day induction. It may be adjusted to match the exact sessions conducted by the institution.

Day 1 — 22 August 2024: Welcome and Institutional Orientation

Students were introduced to the institution, its vision, academic environment and the purpose of the induction programme. The programme schedule and basic expectations were explained.

Day 2 — 23 August 2024: Academic System and Student Responsibilities

The focus was on the academic calendar, classroom practices, attendance, punctuality, discipline and the importance of regular study habits. Students were encouraged to take responsibility for their learning.

Day 3 — 24 August 2024: Department and Laboratory Familiarisation

Students were introduced to their department and the role of practical learning in diploma education. Laboratory facilities, safe conduct, careful handling of equipment and following staff instructions were highlighted.

Day 4 — 25 August 2024: Library and Learning Resources

The importance of reading, reference books, technical manuals and self-study was discussed. Students were encouraged to develop a regular reading habit and use available learning resources responsibly.

Day 5 — 26 August 2024: Communication and Teamwork

Students were encouraged to improve speaking and listening skills, cooperate with classmates, participate in group activities and communicate respectfully with teachers and peers.

Day 6 — 27 August 2024: Safety, Ethics and Personal Development

The sessions focused on discipline, professional behaviour, respect for others, responsible use of institutional property and the importance of safety in technical workshops and laboratories.

Day 7 — 28–29 August 2024: Review, Interaction and Closing

The concluding activities provided an opportunity to review key messages, clarify student queries and encourage students to set academic goals. The programme closed with appreciation for the guidance and coordination provided.

5. Role of the Principal and Coordinator

PrincipalDr. Praveen Pachauriprovided overall guidance and leadership for the induction programme.
Coordinator Mr. Vicky Kumar Baitha supported the planning and coordination of the programme activities. Their involvement helped establish a welcoming environment and reinforce the importance of discipline, participation and purposeful learning for new students.

6. Outcomes and Benefits

Aninductionprogrammeof this naturecan help newly admitted students begin their academic journey with greater clarity and confidence. The main expected outcomes include:

- Better understanding of the institution and its academic expectations.
- Awareness of student rules, discipline, attendance and responsible behaviour.
- Familiarity with department facilities and the importance of practical learning.
- Greater motivation to develop communication, teamwork and self-study habits.
- Improved awareness of laboratory safety, professional ethics and career development.

7. Conclusion

Theseven-day induction programme held at GP Siwan from 22 to 29 August 2024 was planned to support the smooth adjustment of newly admitted students to technical education. Under the guidance of Principal Dr. Praveen Pachauri and the coordination of Mr. Vicky Kumar Baitha, the programme emphasised institutional awareness, academic discipline, practical learning, communication and personal development. Such initiatives help students understand their responsibilities and prepare them to participate actively in college life.

Acknowledgement

Thestudents express theirsincere gratitude to Principal Dr. Praveen Pachauri, Coordinator Mr. Vicky Kumar Baitha, and all faculty members and staff who contributed to welcoming and guiding the newly admitted students.

