

**INSTITUTE FOR ACADEMIC EXCELLENCE**  
**HYDERABAD**

**5<sup>th</sup> National Level Workshop on  
NIRF India Rankings 2024**

**Date: 13<sup>th</sup> & 14<sup>th</sup> December 2023. Time 10:00AM - 5:00PM**

**Mode: Online (Zoom)**

**Guidelines to Participants**

Dear Professor,

We welcome you to the 5<sup>th</sup> National Level online workshop on “NIRF India Rankings 2024” scheduled to be held on 13<sup>th</sup> & 14<sup>th</sup> December 2023.

**We request you to note the following:**

- ✓ The event will be conducted online via **Zoom Platform**.
- ✓ The workshop is addressing 1) University 2) Engineering 3) College 4) Medical 5) Dental 6) Pharmacy 7) Management 8) Law and 9) Agriculture Institutions participating in the NIRF India Rankings 2024.
- ✓ Few sessions may be common to all the category of Institutions.
- ✓ You can download the Participation Certificate from our website [www.iae.education](http://www.iae.education) by providing the registered Email ID and Mobile Number after one week from the workshop i.e., 20<sup>th</sup> December 2023.
- ✓ Soft copies of the workshop presentations will be uploaded on to our website to download after 20<sup>th</sup> December 2023.
- ✓ You are encouraged to interact with the Resource Persons at the end (last 15 minutes) of every session.
- ✓ During the session, moderator will assist you to connect with the Resource Persons to get clarifications for queries if any.

**Procedure to attend the workshop:**

1. Please join the workshop using the IAE website: [www.iae.education](http://www.iae.education)
2. **Participants will be required to login through their REGISTERED and OTP verified Email ID and Mobile Number from login page of IAE (<https://iae.education/webinar>)**
3. Select Event Type: **NIRF Workshop Radio Button**.
4. Select Login Type: **Institution** in case of **Contact Person / Coordinator**, or **Participant** in case of **Participant** and click on **Login Button**.
5. Once logged in, you will see the event name ‘5th National Level Workshop on NIRF India Rankings 2024’, click on View button, and then you will be redirected to the **Schedule Page** of your institution category.
6. You can join the session by clicking on **JOIN** button which will open the session on zoom.
7. Once the session is over you will be back on to the Schedule page.
8. Click on JOIN button for next session.
9. Feedback form links will be shared in the chat box of zoom at the end of every session.

**Technical Requirements:**

- a) PC / laptop with latest configuration, working Camera, Speakers and Mic system in a noise free environment.
- b) Zoom App / Zoom web launcher.
- c) Broadband Internet Connection.

Kindly attend the sessions, as per the schedule published on the website [www.iae.education](http://www.iae.education). We solicit your feedback at the end of every session on **the zoom**.

For Support and Assistance please call the following Numbers of your Institution Category or mail to [info@iae.education](mailto:info@iae.education)

**SUPPORT TEAM**

<b>Category of the Institution</b>	<b>Name of the Contact Person</b>	<b>Mobile Number</b>
University	Mrs. Rama Kumari	9618322400
Engineering	Mr. A. Devender Rao	9177144377
Medical, Dental, Pharmacy	Mrs. Rajitha Reddy	9177211500
College, Management, Law, Agriculture	Mrs. Devaki Ms. Mounika	9177211800 9704097551

Thanking you for your kind co-operation.

K. VENKATESH  
Director - IAE