The LNM Institute of Information Technology, Jaipur

F. No. LNMIIT/Reg./Office Order/49/2017-18

Notice

Feedback Facility in campus

A. Following feedback facilities are available for students for academic related matters (online):

- 1. Faculty Course Feedback activity is performed by the students. Student can give the feedback about the course and faculty. Currently, at the LNMIIT this activity is carried out once in a semester (One Week before end term examination). This is a time-bound activity.
- 2. Students provide the teaching and course feedback by using their MIS login credentials (www.erp.lnmiit.ac.in/mis). This activity is a confidential activity and fully anonymous.
- 3. Students are able to give the course feedback of their registered courses only.
- 4. Student has to choose the course and faculty name to give the feedback about a faculty and the associate course (Online).
 - The Institute is also planning to provide a 24 X 7 online feedback portal so that student feedback could enable a teacher to fine tune conduction of course without waiting for the semester end.

B. In addition, the following feedback and complaint filing / management facilities are available in the institute for faculty, staff and students:

For Mess and canteen related issues:

- 1. Suggestion & feedback boxes are placed in both messes, and in canteen area. Complaints may also be made in complaint register placed in both messes (Offline).
- 2. Complaint regarding canteen area may be done via e-mail to Registrar/AR-SS/Chief Warden/Mess Warden.

For Maintenance related issues:

1. Faculty & Students can lodge their maintenance related Complaints & feedback in online MIS Portal by using their MIS login credentials (https://erp.lnmiit.ac.in/mis/).

For Hostel related issues:

- 1. Suggestion & feedback boxes are placed in all hostels. Student can submit their suggestion feedback regarding the housekeeping work (Offline).
- 2. In addition, students may bring such issues to notice by e-mail to Chief Warden/Associate Chief Warden/ Warden.

(Dr. Renu Bapna) Registrar

Date: March 07, 2018

Copy to: All Notice Boards