



DME_Dean_DMS_2020_48

28 October 2020

NOTICE: Second e-PMM at DME Management School

Second e-PMM to be conducted by the mentors at DME Management School as per the following schedule:

Dates: November 6-7, 2020

Time:

- **6 November 2020, Friday 1pm onwards**
- **7 November 2020 9:30AM onwards**

Platform: Google Meet

Agenda

1. Attendance update
2. Event participation update
3. Fees follow-up based on email circulated
4. Internal marks to be shown (viva+presentation)
5. Information about default in presentation by the students to their parents

Process:

1. Mentors to circulate the Google meet link and time slots based on which parents will join the session with the mentee.
2. One set of parents at one time.
3. Mentors to maintain and share the data related to fees, attendance, internal marks, and active participation of the mentees in department's activities.
4. Any working parents can take appointments in Sunday or late evening for phone call discussions also with the mentor.

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