



## Oxford's Independent Business School

### E-Induction

- 1) Administrative announcement Portal  
All the announcements to students of relevance to programmes, upcoming news, exams and other information will be presented here
- 2) Online Chat Portal for Peer to Peer Discussion  
Students can chat with our faculty respective to the nature of their query
- 3) Faculty Information chart  
The chart portrays all the names and role of the faculty member involved
- 4) Student E-handbook  
All policies and procedures for the students to follow relating to the institute and Edexcel are outlined in detail
- 5) E-learning Guidance  
How to access, use and learn each module online is given in detail
- 6) Student Course/assessment E-procedure  
Guidance to students per module as they progress, assessment writing procedure, programme details outlined effectively
- 7) Guide to the website  
Effective guidance given to every student to understand fully how to use the website, virtual learning environment, online library, uploading assignments, reaching faculty to contact for any queries, log in portal, programme details, all outlined effectively
- 8) IT/ Technical issues Support Portal  
All the technical issues and IT support guidance will be provided here
- 9) Miscellaneous form Portal  
All the forms for admissions, grievances, technical support, extensions form, student support forms, Peer forms, academic issue forms, leave/sick form, intend to submit form, suggestion form, appeal form etc are given here
- 10) Student feedback/ Suggestions portal  
The feedback portal provides students with a questionnaire form to give feedback about the services delivered, as a means of improving the quality of our services, courses and Institute  
Any additional suggestions to develop, comments from the students and tutors are appreciated