

# **FREQUENTLY ASKED QUESTIONS**

## **ABOUT PGCBM PROGRAMME**

1. Is it equivalent to a degree / diploma programme?

**Ans.** No, it is a Certificate Programme for working Executives desirous of developing their skills and competencies in tune with today's work environment.

2. What is the programme about and how will it be beneficial to the participants?

**Ans.** The programme caters to the Executives and Managers who are looking for quality professional education. It aims at building the skills and competencies of individuals required to excel in the present work scenario.

The course will help individuals to gain insight into the key concepts, tools and techniques needed to meet the challenges of today's global business environment successfully and it will give the participants the knowledge to work cross – functionally within the organization . The programme also will facilitate the individuals for promotional opportunities and better career growth prospects.

3. How will it be relevant in the current market and economic scenarios?

**Ans.** The programme looks forward to providing Executives with an enriched learning experience keeping in mind the market demands to help them grow and prosper in their professional career. The course structure and the contents are derived from our experience in conducting highly successful post-graduate and doctoral level programmes in the Institute apart from the various training programmes, research and consultancy activities carried out by the XIMB Faculty. Periodic reviews and refinements of the programme ensure the quality of the curriculum and its relevance to face the changing business environment.

4. Why should one opt for the PGCBM Programme?

**Ans.** Quality executive education is a critical component for the success of Corporate India in the present times. Young non-management working graduates yearning to grow into managerial positions have found the PGCBM programme useful to enhance their talents and actualize their potential. We have developed the programme as an ideal platform for all working executives who are provided with the best management education in their respective cities. We have also scheduled the courses at non-office hours for their convenience.

5. Is it a correspondence programme?

**Ans** No, it is a week-end programme for Working Professionals. Apart from regular week-end sessions, features such as individual course work, online quizzes, assignments and a forum for discussion makes this a valuable tool for effective learning.

6. What will be the delivery mode and pedagogy of the course?

**Ans.** Live classes will be held across authorized study centers of our technology service provider in India using the Video Conferencing Technology. There will be live interaction with the Faculty members through the virtual mode as well as during the on-campus stay where the Faculty members guide, coach and mentor the participants for their professional success. We strive to use technology to facilitate meaningful interactions rather than mere delivery of the learning content. Specially designed components of the programme such as group assignments and campus sessions work towards achieving the aim of effective group learning.

7. What resources will be available to the students?

**Ans.** The programme is supported by the acclaimed *Academic Information System* (AIS) developed by XIMB. This system not only enables high quality online interactions between the Faculty and the participants but also among the participants themselves. The participants of the PGCBM programme have online access the resources of XIMB. They can access high quality academic and business databases from their locations by logging on to the AIS. During their on-campus stay they have access to the excellent learning infrastructure of XIMB.

8. Can we interact with the Faculty Members teaching the course?

**Ans.** Yes, the classes will be held live with the help of Video Conferencing Technology where there will be two-way interactions between the Faculty and the participants, thereby enabling the classroom type of learning.

9. Will we receive the Certificate from XIMB or from Alethia? What is the role of Alethia?

**Ans.** XIMB is responsible for the course delivery, conduct of the examinations and evaluation of the course. The Certificate will be awarded directly by XIMB during the Graduation Ceremony for participants who successfully fulfill the academic requirements of the programme. Alethia Education Services Pvt. Ltd. is our Marketing and Support Partner. XIMB in collaboration with Alethia has launched the programme to provide quality management education through the Video Conferencing Technology.

10. Is specialization offered in the programme?

**Ans.** No, it is a general management programme. PGCBM is a structured course which helps the executives to enhance their knowledge-base in critical areas for effective learning and better productivity.

11. Is on-campus visit mandatory?

**Ans.** Yes. The on-campus training is mandatory as it is very relevant for the individuals doing the course. The on-campus programme is designed to impart the critical soft-skills like leadership, negotiation and team skills to the participants by personal profiling, games and simulation exercises which would be otherwise difficult to impart through the virtual mode. The on-campus visit also provides an opportunity to the participants to have a face-to-face interaction with the Faculty who teach through the virtual mode. Participating and fulfilling the requirements of the on-campus sessions are mandatory for all the participants for the successful completion of the PGCBM course.

12. When will the classes be held and where?

**Ans.** Classes are scheduled at timings convenient for the working executives. The classes are held on week-ends in the respective authorized centers and locations from where the participants have applied for the course.

13.Can we change the centers in case of transfer or tours?

**Ans.** We provide flexibility to the participants to change their centers in case of transfer or official tour to attend classes provided there is a study center in the said location. It has to be done with prior approval.

14.How much importance is laid on attendance? What happens in case one is not able to attend classes due to official commitments?

**Ans.** We lay emphasis on regular attendance but at times due to official commitments it may not possible be for certain participants to attend all the sessions. In that case, they can access the PPTs / study materials of the particular session(s) through our Online Academic Information System. The participants for their own interest are advised not to miss the sessions as we believe that, the PPTs and study materials are no substitute for live sessions.

15.Can we take a break from the course and then rejoin?

**Ans.** Yes, we do provide flexibility to students to complete the course by taking a break and rejoining in the next batch in case of urgent official commitments. Instead of quitting the programme a participant can rejoin the next batch subject to the commencement of the same.

16.What is the eligibility criterion for seeking admission to the programme?

**Ans.** The minimum requirement for admission to the programme is a three-year Bachelor's Degree (or equivalent) in any discipline recognized by the Association of Indian Universities as eligible for post-graduate studies in management with at least two years of work experience.

17.How do we go about the admission process?

**Ans.** Candidates can download the form from the website or collect it from the Alethia Education Services Pvt, Ltd., New Delhi or the TEL Office of XIMB. Duly filled-in Application Form can be submitted with a DD of Rs 1000/- in favor of **Xavier Institute of Management payable at Bhubaneswar** and other documents as stated in the Form.

The Application Form and the Certificates will be scrutinized on their submission. The eligible applicants will be short-listed and called for a Personal Interview via the Video Conferencing mode. The final selection will be done on the basis of the performance in the interview, the academic records, the statement of purpose and the relevant work experience of the candidate.

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