

Form for booking of video-conferencing system IIT KANPUR

Name of organizer:

Purpose:

Contact no:

email:

Remote location:

Contact no:

email:

Video conferencing system with Remote location:

Hardware:

Software:

Date of Video conferencing:

Time:

from:

to:

Number of Participants:

Venue:

Rooms having video Conferencing system

1- L6 :- Capacity: 120

2- QIP Class Rm. :-Capacity: 5

The form should be sent to the CDTE office. For booking the VC at L6 the form is to be forwarded by In charge-LHC indicating the availability of the rooms.

Approved

Head-CDTE

(For Video conferencing)