

### **Instruction to participants.**

1. All participants has to confirm their participation via dedicated google forms as below  
[https://docs.google.com/forms/d/e/1FAIpQLSecXJh-CkYe7VymntpTqlg3NT\\_0mE2LD\\_0s1wJlDkWE\\_B11ig/viewform?vc=0&c=0&w=1&flr=0&usp=mail form link](https://docs.google.com/forms/d/e/1FAIpQLSecXJh-CkYe7VymntpTqlg3NT_0mE2LD_0s1wJlDkWE_B11ig/viewform?vc=0&c=0&w=1&flr=0&usp=mail_form_link)
2. The events starts at sharp **9 AM on 9<sup>th</sup> September**, thus all participants are instructed to report before that (preferably arrive IITM hostel accommodation by the evening of **08-Sep**). The accommodation is arranged at IITM Prithvi Hall of Residence on sharing basis. There will not be any accommodation charges.
3. The registration will start at **9 AM at Aryabhata Hall on 09 September**. The first session starts at 10 AM. There is no registration fee for this training-workshop.
4. All participants are advised to carry their laptops as there will be several hands-on training sessions. Laptops with Linux/Unix O.S. are preferred.
5. You may reimburse the travel fare equivalent of the **Third AC** train fare (to-and-fro) (for Research Scholars and above) and **Second Class Sleeper** (for students) via the shortest distance from your workplace/institute to IITM. For any other mode of transport, the reimbursement will be made only for the **above fare or actual**, whichever is lower. For availing travel reimbursement from the organizers, participants must produce the following:
  - a. Original tickets used during commuting. In case it's an electronic ticket a printout of the ticket with self-attestation is necessary.
  - b. A valid official ID (student/scholars/employee).
  - c. An undertaking from the HoD/Director/Administrative Officer stating that you are not availing the reimbursement of the travel expenses from your/other organization(s).
  - d. A copy of PAN card and Aadhaar Card.
  - e. Bank account details for the online transaction.(All are mandatory, incomplete applications will not be accepted).
6. Food coupons for lunch, dinner and breakfast, will be provided, which can be used for the meals.

7. Participants should carry fully vaccinated certificate of COVID and is mandatory for attending the workshop.
8. Candidates with any symptoms related to COVID may kindly refrain from attending the workshop. We expect socially responsible actions from the participants in case of any symptoms related to COVID.
9. It is suggested to bring an umbrella to keep in mind Pune weather