



Lr.No:ITCELL/02/08/2023

Dt.14.08.2023

## **CIRCULAR**

Sub : NIMS Website – Upload of Departmental Information and Activities in NIMS – Request - Reg.,

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This is to inform that, the all the Departmental Information (Head of the Department, Faculty details, Residents details, Non-Faculty details, Courses & training details, Awards & achievements details, Education details, Research details, Services details, Notices & Events details, Alumni details and any other related information links) may be sent to the Dean, NIMS for Approval and forwarding the same to Webmaster, IT Cell for uploading in NIMS Website.

All other Activities that are happening in NIMS can also be uploaded in NIMS website, the information may be sent to the Medical Superintendent, NIMS for Approval and forwarding the same to Webmaster, IT Cell for uploading in NIMS Website.

The soft copy may also be sent to [dean@nims.edu.in](mailto:dean@nims.edu.in), [nodalofficer.hmis@nims.edu.in](mailto:nodalofficer.hmis@nims.edu.in), [nodalofficerhmis@gmail.com](mailto:nodalofficerhmis@gmail.com) and [itcell@nims.edu.in](mailto:itcell@nims.edu.in) .

All website related issues will be attended by Mr.N.B.Chalamaiah, Manager, Web Administration and User Training. Soft copies may be sent to [webmaster@nims.edu.in](mailto:webmaster@nims.edu.in) and for clarification may be contacted on Mobile Number 9949698594.

  
Executive Registrar I/c

To  
All Head's of Departments & Units – to circulate among the Faculty, Residents and Students  
All Administrative Sections and Departments  
Manager Web Administration & User Training, IT Cell

Copy:-  
Dean  
Medical Superintendent  
Nodal Officer, HMIS – Project  
RMO's Office  
Public Relation Officer & Media Relation Officer

Director for Information