



Online Faculty Development Workshop On HOW TO USE ICT IN TEACHING, LEARNING & ADMINISTRATIVE PRACTICES IN HIGHER EDUCATION INSTITUTIONS



18th June to 20th June, 2021

Organized by
IQAC

Surenranath College

24/2, M.G. Road, Kolkata-700009

Platform: Zoom Meeting



FOR REGISTRATION

CLICK HERE 

OR
Scan the QR Code



Please Note: PAYMENT RECEIPT/PROOF WILL BE REQUIRED FOR  REGISTRATION.

REGISTRATION FEE: ₹200 (Non-refundable)

**DON'T
MISS OUT** 

Registration Last Date: 17th June, 2021, 12 Noon

ELIGIBILITY

Faculty from any discipline working in a University, College or School

E-Certificate will be issued to those who will successfully complete the workshop and submit feedback.

WORKSHOP DETAILS



Date: 18/06/2021



11.00 AM – 1.00 PM



Topic 1: Google Drive : Basic Google Form, Google Docs, Google Sheet and Google Slides, Google Classroom Create and Join Only.

Dr. Manas Kr Baidya, Principal & Mr. Chandan Roy, Assistant Professor, Malda College



4.00 PM – 6.00 PM



Topic 2: Google Classroom

Dr. Indrajit Chakraborty Assistant Professor, Malda College



Break



Date: 19/06/2021

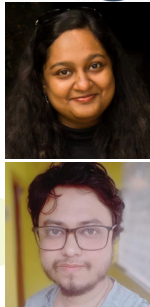


11.00 AM – 1.00 PM



Topic 3: Online AQAR Preparation & Documentation

Ms. Aratrika Roy, Assistant Professor & Biprateep Mandal, Technical Assistant, Malda College



4.00 PM – 6.00 PM



Topic 4: Google Form and Applications, Personal website development, E-learning module development

Mr. Chandan Roy, Assistant Professor & Dr. Narayan Ch Shaw, Associate Professor, Malda College



Break



Date: 20/06/2021



11.00 AM – 1.00 PM



Topic 5: Creating Class lecture video (Capturing and editing) and uploading for online access, YouTube live

Md Rafiqul Alam, Librarian



4.00 PM – 6.00 PM



Topic 6: Collaborative work: Online Central or class Routine Preparation, Online Class Attendance and Administrative work, IQAC work related to NAAC evaluation

Dr. Manas Kr Baidya, Principal & Somnath Dutta, Technical Assistant



Break



ZOOM Meeting Link will be intimated through email



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surendranathcollege.iqac@gmail.com

Activity Report

Name of Event: Online faculty development workshop

Topic- *How to use ICT in teaching, learning & administrative practices in higher education institutions*

Invited Speaker: Dr. Manas kr. Baidya, Principal, Mr. Chandan Roy, Assistant Professor, Rafikul Alam, Librarian, Ms. Aratrika Roy, Assistant Professor, Mr. Biprateep Mondal, Technical Assistant, Mr. Chandan Roy, Assistant Professor, Narayan Ch. Shaw, Associate Professor, Dr. Indrajit , Assistant Professor, Malda College

Date: 18th June to 20th June, 2021

Time: 11:00am to 1:00pm and 4:00pm to 6:00pm on each day

Webinar Platform: Zoom Cloud Meeting Platform

Organised By: IQAC, Surendranath College

Number of Participants: 174

Summary:

In the inaugural session of day one, Dr. Manas Kr. Baidya, Principal of Malda College, and Mr. Chandan Roy, Assistant Professor of the same college, jointly discussed the basics of some Google apps like google form, google docs, google sheets, google slides, google classroom which can be easily used in our daily teaching learning system.

Md. Rafikul Alam, Librarian, Malda College, in the second session showed us how to create class lecture videos for uploading on Youtube.

On the second day, Ms. Aratrika Roy, Assistant Professor, Malda College, dealt with online AQAR preparation and documentation procedures.

Later, Mr. Narayan Ch. Shaw, Associate Professor of Malda College and Mr. Chandan Roy jointly apprised us of google form and application, personal website creation and E-learning module development.

Then Dr. Indrajit Chakraborty, Assistant Professor , Malda College, showed us the use of Google classroom for teaching.

The last day was concluded by Dr. Manas Kr. Baidya, highlighting NAAC related collaborative works like administration and AQAR preparation, online central and class routine preparation as well as online class attendance.

Youtube Link:

Day 1: session 1: <https://youtu.be/lmN6fxhuf0Q>

Session 2: https://youtu.be/cAvjmB_gYvY

Day 2: session 1: <https://youtu.be/00zP4auSDnA>

Session 2: <https://youtu.be/YtRbt9Qw3og>

Day 3: session 1 : <https://www.youtube.com/watch?v=xvCTvNpmDIs&t=110s>

Session 2 <https://www.youtube.com/watch?v=j2IGLPYVr8I&t=52s>

Event Flyer:

<https://drive.google.com/file/d/1gH5L1iPOTm7FDL0sBXa-fvt9A8ahVwo/view?usp=sharing>

Sample Certificate:

https://drive.google.com/file/d/1OZv065qO39GxEuD1hQayvkwWwpsU_H1r/view?usp=sharing

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CERTIFICATE OF PARTICIPATION

This is to certify that Abanti Goswami of Surendranath College has actively participated in the Online Faculty Development Workshop on “*How to Use ICT in Teaching, Learning & Administrative Practices in Higher Education Institutions*” held during June 18th to 20th, 2021.

Schatterjee

Dr. Suchandra Chatterjee
IQAC, Co-ordinator
Surendranath College



Dr. Indranil Kar

Dr. Indranil Kar
Principal
Surendranath College