



BACKWARD CLASS YOUTH RELIEF COMMITTEE'S

BHIWAPUR MAHAVIDYALAYA

BHIWAPUR DIST. NAGPUR- 441201

ACCREDITED WITH GRADE 'B' (CGPA-2.54) BY NAAC, BENGALURU
ISO-9001:2015

AFFILIATED TO RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY, NAGPUR
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Tel: 07106-232349

ACTIVITY REPORT

ACADEMIC SESSION	2017-2018
ORGANIZER	Bhiwapur Mahavidyalaya, Bhiwapur
NAME OF THE ACTIVITY WITH TITLE	Basic Computer Skills for Workplace (Criteria –VI 6.3.2 Professional development / Administrative Training Programme for Teaching Staff)
DATE OF ACTIVITY	23/06/2017
MODE OF ACTIVITY	Offline
ORGANIZING COMMITTEE	Criteria VI and Internal Quality Assurance Cell (IQAC)
PROGRAMME COORDINATOR	Asst. Prof. Dr. Mangesh Kadu
COMMITTEE MEMBERS	Asst. Prof. Dr. Anita Mahawadiwar
NUMBER OF STUDENTS / BENEFICIARIES PARTICIPATED	20



BRIEF REPORT

The Internal Quality Assurance Cell of our Institution, in association with NAAC Criteria VI organized one Training Programme on “Basic Computer Skills for Workplace” on 23rd June, 2017 in order to promote the use of ICT among Staff Members of our Institution and to develop their basic Computer Skills. The training of basic Computer Skills was given to the Staff Members of the College by Assistant Prof. Shailesh Patil, Department of Computer Applications, Jyotiba Fule Mahavidyalaya, Umred. He provided the participants with hand on practical Knowledge about Basic Computer Skills and trained them to handle Computer with proficiency.

All Teaching and Non-Teaching Staff Members of the College were prominently present during the Training Programme.

PROGRAMME OBJECTIVES

- To provide Computer Training to the Staff Members.
- To make the participants handy with Microsoft Office.
- To improve confidence among the Staff Members in the application of Advanced Technology.
- To create awareness among the Staff Members about the application of Microsoft Office.
- To familiarize the Staff Members with the use of Microsoft office.



	<ul style="list-style-type: none"> • To familiarize Staff Members with the use of MS Office tools like MS Word, MS Excel and MS Power Point.
<p>PROGRAMME OUTCOMES</p>	<ul style="list-style-type: none"> • Provided Computer Training to the Staff Members. • Made the participants handy with Microsoft Office. • Improved confidence among the Staff Members in the application of Advanced Technology. • Created awareness among the Staff Members about the application of Microsoft Office. • Staff Members became familiar with the use of Microsoft office. • Staff Members became familiar with the use of MS Office tools like MS Word, MS Excel and MS Power Point.



**PHOTO GALLERY
WITH CAPTIONS**

Bhiwapur Mahavidyalaya

Bhiwapur, Dist - Nagpur - 441201

Committee for Criteria - VI 6.3.2

Professional Development/Administrative Training Programme Teaching

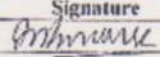
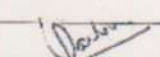
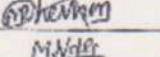

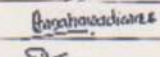
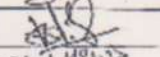
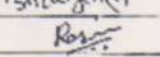
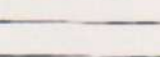


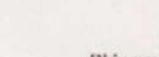
One Day Training Programme

on

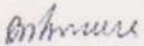
Basic Computer Skills for Workplace

Attendance List

Date: 23rd June 2017

Sr. No.	Name	Signature
1.	Dr. Jobi George	
2.	Dr. Sunil K. Shinde	
3.	Dr. Mangesh V. Kudu	
4.	Dr. Motiraj Chavhan	
5.	Dr. Madhukar Nandanwar	
6.	Dr. Vijay Dightore	
7.	Dr. Raheel Quraishi	
8.	Dr. Anita V. Mahawadiwar	
9.	Dr. Rajesh Bahurupi	
10.	Asst. Prof. Sameshwar Wasekar	
11.	Asst. Prof. Aditya Sarwe	
12.	Mrs. Rajshree O. P.	
13.	Dr. Nitisha Patankar	
14.	Dr. Surung Dhote	
15.	Asst. Prof. Amit Kalbande	
16.	Dr. Vinita S. Virgandham	




Principal
Bhiwapur Mahavidyalaya,
Bhiwapur

List of Faculty Members Who attended the Training Programme.



Non-Teaching Staff

Date: 23rd June 2017

Sr. No.	Name	Signature
1.	Shri. Subhash Dhok	
2.	Shri. Sudhakar Uike	<i>Sudhakar Uike</i>
3.	Shri. Sanjay Meshram	<i>Sanjay Meshram</i>
4.	Shri. Amol Bhagat	<i>Amol Bhagat</i>
5.	Shri. Shankar Fendar	<i>Shankar Fendar</i>
6.	Shri. Ratnakar Kannake	
7.	Shri. Abdul Jafar	
8.	Shri. Gulab Gedekar	<i>Gulab Gedekar</i>
9.	Shri. Savita Zodape	<i>Savita Zodape</i>
10.	Smt. Harshalata Bode	<i>H.S. Bode</i>
11.	Shri. Ganesh Shahane	<i>Ganesh Shahane</i>
12.	Smt. Jija Parate	<i>J.N. Parate</i>



Principle
Principal
Bhiwapur Mahavidyalaya,
Bhiwapur

List of Non-Teaching Staff Members who attended the Training Programme.



Principle
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Bhiwapur Mahavidyalaya,
Bhiwapur