



# VIVEK P.G. COLLEGE KALWAR, JAIPUR

(Affiliated to University of Rajasthan & Govt. of Rajasthan)

F4(179/60)AAKASHI/ANU/2003/89

Tel: 0141-2589596, 2589665

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E-mail: info@vivekpgcollege.com

Date: 28 September 2020

## Circular

All the teaching members are hereby informed that the institute has scheduled six days FDP on "Transforming Teaching: Strategies and Tools for Successful Online Lectures during COVID-19" from 2 October 2020 to 7 October 2020.


The brief date wise Schedule of the event is as under:

Day	Date	Time	Topic	Resource Person
1	02/10/2020	12.00PM-1.00PM 3:00PM- 5:00 PM	Inauguration Introduction Online Teaching and Learning	Dr. Sunita Bedwal
2	03/10/2020	12:00 PM -1:00PM 3:00 PM 5.00 PM	Designing Effective Online Courses	Dr. Saroj Choudhary
3	04/10/2020	12:00 PM-1:00PM 3:00PM-5:00 PM	Engaging Students in a Virtual Environment	Dr. Sunita Bedwal
4	05/10/2020	12:00 PM-1:00 PM 3:00PM-5:00PM	Technology Tools and Resources	Dr. Saroj Choudhary
5	06/10/2020	12:00 PM-1:00 PM 3:00PM-5:00PM	Managing Online Classrooms and Student Support	Dr. Sunita Bedwal
6	07/10/2019	12:00 PM -1:00 PM 3:00PM-5:00PM	Assessments and Evaluations in Online Learning	Dr. Saroj Choudhary

All the teaching members are requested to attend the sessions. On the completion of the event, the proper certificate shall be conferred to the participants who have attended all the sessions. All are requested to conform to the instructions.

  
Principal

Copy to:-  
PRINCIPAL  
Chairman  
VIVEK PG COLLEGE  
All teaching members  
KALWAR, JAIPUR-303706  
IQAC

  
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## Report on Faculty Development Program Organized by VIVEK P.G. COLLEGE, KALWAR

On

"Transforming Teaching: Strategies and Tools for Successful Online Lectures during  
COVID-19"

(Period- 2<sup>nd</sup> October 2020 to 7<sup>th</sup> October 2020)

This Faculty Development Program (FDP) focused on teaching during COVID-19 can help educators adapt to online and hybrid teaching methods, engage students effectively, and maintain a high standard of education. Here's a suggested outline:

### Day 1: Introduction to Online Teaching and Learning

#### Morning:

- **Opening Session:** Overview of the FDP, objectives, and expected outcomes.
- **Keynote Address:** Impact of COVID-19 on education and the future of teaching.

#### Afternoon:

- **Session 1:** Introduction to Online Teaching Platforms (Zoom, MS Teams, Google Meet).
- **Session 2:** Overview of Learning Management Systems (LMS) (Moodle, Canvas, Blackboard).


### Day 2: Designing Effective Online Courses

#### Morning:

- **Session 1:** Principles of Online Course Design (structure, clarity, engagement).
- **Session 2:** Creating Syllabi and Course Outlines for Online Learning.

#### Afternoon:

- **Workshop:** Designing a Sample Online Module (hands-on activity).

  
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## Day 3: Engaging Students in a Virtual Environment

### Morning:

- **Session 1:** Strategies for Online Engagement and Interaction (discussion forums, polls, breakout rooms).
- **Session 2:** Best Practices for Effective Online Communication and Feedback.

### Afternoon:

- **Workshop:** Creating Interactive Activities and Assessments (quizzes, assignments and peer review).

## Day 4: Technology Tools and Resources

### Morning:

- **Session 1:** Exploring Educational Technologies (Ed Tech tools for collaboration, multimedia).
- **Session 2:** Integrating Multimedia and Interactive Content (videos, simulations).

### Afternoon:

- **Workshop:** Hands-on with Ed Tech Tools and Multimedia Integration.

## Day 5: Managing Online Classrooms and Student Support

### Morning:

- **Session 1:** Managing Online Classrooms (attendance, participation tracking, and discipline).
- **Session 2:** Providing Student Support and Accessibility (technical support, accommodations).

### Afternoon:

- **Panel Discussion:** Experiences and Challenges in Online Teaching (with Q&A).

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## Day 6: Assessments and Evaluations in Online Learning

### Morning:

- **Session 1:** Designing Assessments for Online Courses (formative and summative assessments).
- **Session 2:** Tools for Assessment and Feedback (grading rubrics, automated feedback).

### Afternoon:

- **Workshop:** Creating and Implementing Online Assessments (case studies and practice).

  
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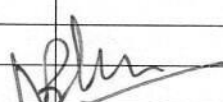
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Attendance		
S.No.	Name of Faculty	Signature
1	DR. NIMBA RAM BHAKER	P
2	MANOJ KUMAR SEPAT	P
3	DR. RUCHI SHARMA	P
4	JAIPRAKASH DABARIA	P
5	SURAJ SAINI	P
6	DR. INDU BALA CHAUDHARY	P
7	KANHAIYA LAL YADAV	P
8	DR. MONICA SHARMA	P
9	IMRAN KHAN	P
10	SURESH KUMAR VERMA	P
11	DILIP SINGH RATHORE	P
12	CHHOTE LAL	A
13	MUKESH KUMAR MAHOLIYA	P
14	DR. SUNITA CHOUDHARY	P
15	SUSHILA MEENA	P
16	RAJESH KUMAR VERMA	P
17	VINOD KUMAR VERMA	A
18	ASHARAM MEENA	P
19	SUSHILA KULARIYA	P
20	DR.KAMINI	P
21	MS.ROSHAN KUMARI KUMAWAT	P
22	RAKESH PEEPLODA	A
23	SUNIL KUMAR	P
24	DEEPAK KUMAR KUMAWAT	P
25	SUNITA BURI	P
26	NIRANJAN KUMAR SAINI	P
27	MANJU KURI	P
28	RAKESH VERMA	P
29	ASHUTOSH KUMAR	P
30	MS.ANITA KUMAWAT	P
31	POONAM	P
32	MAHIPAL SINGH MANDIYA	P
33	DR. AYESHA BADAR	P
34	PREM PRAKASH ASOPA	P
35	DR. PAYOJ RAJ SINGH	P
36	POOJA JANGIR	P
37	MAHIMA SAIN	A

  
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38	DR. ANITA	P
39	AJIT SINGH KURI	P
40	KUSUM KURADIYA	P
41	DR.KANCHAN KANWER RATHORE	P
42	HARSH SAHAI SHARMA	P
43	DR.RATAN LAL SHARMA	P
44	JITENDRA KUMAR PANKAJ	P
45	MANOJ PRAJAPAT	P
46	GOGRAJ YADAV	P
47	ESHANT SHARMA	P
48	NIRAJ KUMAR	P
49	VINAY KUMAR	P
50	RAJIV KUMAR	P
51	ARVIND KUMAR YADAV	P
52	SUMATI KUMARI	A
53	RUHANI SHARMA	P
54	SANDEEP KUMAR	P
55	AJAY BHAVARIYA	P
56	ALOK KUMAR	P
57	NEHA BHANUSHALI	P
58	DR.REKHA CHAHAR	A
59	SUNIL KUMAR	P
60	DR.DILIP KUMAR	P
61	SUMAN MEENA	P
62	DHANEHWARI DHANAWAT	P
63	MAMTA CHOUDHARY	P
64	URMILA YADAV	P
65	RENU SONI	A
66	HEMANT KUMAR SHARMA	P
67	JYOTI CHOUDHARY	A
68	SURESH KUMAR YADAV	P
69	POONAM VERMA	P
70	Krishan Kumar Yadav	P
71	POOJA AGRWAL	P
72	KAMLESH	P
73	ASHOK KUMAR	P
74	HIMANSHU	P
75	KRISHAN OLA	P
76	PRAVEEN KUMAR	P
77	KARISHMA JOSHI	A
78	MANISHA SAINI	P

  
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79	NITESH DHAKAR	P
80	CHETPAL SINGH	P
81	SWATI	P
82	AMIT SHARMA	P
83	MONIKA KASANANA	P
84	DR.DIMPLE SINGH	P
85	RACHNA YADAV	A
86	SAPNA JAIN	P
87	PRAHALD SAHAY	P
88	MANJU	P
89	REKHA DHAKAR	P
90	SANGEETA YADAV	P
91	DR.CHANDRAWATI SINDHI	P
92	SANJAY KUMAR	P
93	VISHNUKANT	P
94	BRIJESH KUMAR SHARMA	P
95	SAMIKSHA PADALIYA	A

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