Flyer of the event

A report

Exam conduction and Assignment Tool usage in MS Teams

*Date: 7th December,2020.
Time: 10.00 AM to 10.45 AM
Platform: MS Team*

The Online FDP on Exam conduction and Assignment tool usage in MS Teams event was conducted for all the department exam coordinators of School of Computing and Information Technology at Manipal University Jaipur by Manipal University Jaipur-Teacher Empowerment Center on 7th December,2020.

The objective was to give insight of the working of Assignment and Quiz creation and usage in MS Teams. It also emphasized on the techniques and methods of these tools in effective evaluations of courses and for better students' experience in Online teaching platform. Moreover, the discussion involved each and every steps and process happening in the tool in detail. The other objective was to identify the scope, need and necessity of effective tool usage for effective exam conduction. It also stressed on need and techniques for analysis of these features provided by Microsoft. Effective utilization of such tools can result in Successful and hassle-free exam conduction which in turn emphasis on different teaching pedagogy requirement to be adopted in empowering the teaching process. Further it will help faculty members to handle and conduct examinations in much better manner.

Event Summary:

In this FDP training on hands on the Assignment and quiz creation tool was given in detail to each department exam coordinator in each of this session. The session was conducted by Dr. Devi Prasad Sharma, Director (MUJ-TEC) & Professor (Department of IT).

These tools are being used in the university since academic year 2020.The session stared with valuable inputs from Provost and Director, School of Computing and IT, MUJ, Prof (Dr) Rajveer Singh Shekhwat giving the insight, brief overview and key areas to be considered

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related to Various needs in this pandemic situation. Further he emphasised on the need for using such add-on features to the effective Examination conduction. Following this, Director, MUJ-TEC Prof (Dr.) Devi Prasad Sharma, introduced and started the topic delivery to the attendees. The session started with identifying various tools in the MS teams and focused on Assignments and quiz creation or usage particularly.

Screenshot of the participants attending FDP

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The main focus of the event was to make everyone familiar with various assignment and quiz creation available in MS teams and their usage for effective Exam conduction in Online Platform. During the course of the session many things were discussed like, assignment creation, question paper upload, scheduling question paper for postdate, due date and close date. After the Exam conduction, also discussed on how to download attendance and answer papers from the teams. IN this session training internal working and hands on the tool was done, moreover concepts were clarified and queries was answered with appropriate examples. The session ended up remarkable change in the positive direction.

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Attendance:

Sl number	Name
1	Dr. Devi Prasad Sharma
2	Dr. Roheet Bhatnagar
3	Dr. Sumit Srivastava
4	Mr. Priyank Singh Hada
5	Dr. Shashank Sharma
6	Dr. Lokesh Sharma
7	Dr. Mahesh Jangid
8	Dr. Sandeep Joshi
9	Dr. Devesh Kumar Srivastava
10	Mr. Ankit Shrivastava
11	Mr. Manu Shrivastava
12	Mr. Jaya Krishna R
13	Mr. Virender
14	Mr. Vivek Singh Sikarwar
15	Mr. Satyabrata Roy
16	Dr. Umashankar Rawat
17	Ms. Shikha Mundra
18	Dr. Renu Kumawat
19	Mr. Rohit Kumar Gupta
20	Mr. Krishna Kumar
21	Dr. Manoj Kumar
22	Mr. Arvind Kumar
23	Ms. Monika Jain
24	Mr. Rahul Saxena
25	Dr. Sandeep Chaurasia
26	Dr. Ashish Kumar
27	Dr. Vivek Kumar Verma
28	Mr. Tarun Jain
29	Mr. Ravinder Kumar
30	Dr. Prakash Ramani
31	Mr. Venkatesh Gauri Shankar
32	Mr. Ankit Mundra
33	Dr. Anju Yadav
34	Ms. Anubha Parashar
35	Ms. Anita Shrotriya
36	Mr. Vidyadhar Jinnappa Aski
37	Dr. Ashish Jain
38	Dr. Akhilesh Kumar Sharma
39	Ms. Bhavna Saini
40	Mr. Anurag Bhatnagar
41	Dr. Pratistha Mathur

42	Dr. Arjun Singh
43	Dr. Sunita Singhal
44	Ms. Ginika Mahajan
45	Mr. Prashant Manuja
46	Ms. Kavita
47	Mr. Nitesh Pradhan
48	Mr. Saket Acharya
49	Ms. Neha V Sharma
50	Mr. Pragnesh Thaker
51	Dr. Gulrej Ahmed
52	Dr. Gaurav Aggarwal
53	Mr. Harish Sharma
54	Mr. Gaurav Prasad
55	Ms. Vineeta Soni
56	Dr. Rishi Gupta
57	Dr. V. S. Dhaka
58	Dr. Chhattar Singh Lamba
59	Dr. Neha Chaudhary
60	Dr. Naina Narang
61	Dr. Pankaj Vyas
62	Dr. Sulabh Bansal
63	Dr. Anshuman Kalla
64	Dr. Narendra Singh Yadav
65	Dr. Sunil Kumar
66	Dr. Arvind Dhaka
67	Dr. Kusum Lata Jain
68	Dr. Punit Gupta
69	Dr. Hemlata Goyal
70	Dr. Amita Nandal
71	Dr. Manoj Kumar Sharma
72	Dr. Ghanshyam Raghuwanshi
73	Dr. Sarada Prasad Gochhayat
74	Dr. Deepak Sinwar
75	Dr. Geeta Rani
76	Mr. Manoj R
77	Ms. Anjana S.
78	Dr. Rohit Suresh Verma
79	Ms. Vaishali .
80	Dr. Manjit Kaur
81	Dr. Dilbag Singh
82	Dr. Nripendra Narayan Das
83	Dr. Prakash Chandra Sharma
84	Dr. Satpal Singh Kushwaha
85	Ms. Bali Devi
86	Ms. Somya Goyal
87	Mr. Amit Kumar Bairwa

88	Mr. Prashant Hemrajani
89	Dr. Vijay Kumar Sharma
90	Mr. Vijay Prakash Sharma
91	Mr. Deevesh Chaudhary
92	Dr. Vijander Singh
93	Dr. Santosh Kumar Vishwakarma
94	Dr. Sourabh Singh Verma
95	Dr. Nirmal Kumar Gupta
96	Mr. Aditya Sinha
97	Mr. Jitendra Singh Yadav
98	Mr. Vivek Sharma
99	Ms. Smaranika Mohapatra
100	Mrs. Swati Srivastava
101	Mr. Santanu Roy
102	Dr. Suman Bhakar
103	Dr. Dinesh Saini
104	Dr. Rajveer Singh Shekhawat

Feedback

Q1) Presentation Skills of Resource Person *

Excellent
Very Good
Good
Average
Satisfactory

Q2) Quality and efficacy of content delivered by Resource Person *

Excellent
Very Good
Good
Average
Satisfactory

Q3) How would you rate the session *

Excellent
Very Good
Good
Average
Satisfactory

Q4) Organization of The FDP *

Excellent
Very Good
Good
Average
Satisfactory

Q5) Technical Support *

Excellent
Very Good
Good
Average
Satisfactory

Q6) Significance of FDP *

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Excellent
Very Good
Good
Average
Satisfactory

Feedback Responses