#### About Resource Persons



Mr Jaya Krishna Assistant Professor, Dept of CSE

> Dr Devi Sharma Professor, Dept of IT



Dr N N Das ssociate Professor, Dept of IT

> **Dr Suddhendu DasMahapatra** Assistant Professor, Dept of ECE





**Ms Kavita** Assistant Professor, Dept of IT

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### Expected Outcome of FDP

The objective of the FDP is to familiarize faculty with various features and tools available in MS teams and google slides for effective and interactive lecturing, Assignment creation, and examination. It also emphasizes the techniques and methods of these tools on effective evaluations of courses and for better students' experience in online teaching platforms. Moreover, the discussion involves every step and process happening in the tool in detail. The other objective is to identify the scope, need, and necessity of effective tool used for effective MS team's usage for lecturing, notes creation, guiz conduction, and attractive representation of course material. It also highlights on need and techniques for analysis of these features provided by Microsoft. Effective utilization of such tools can result in successful and hassle-free class conduction which in turn emphasis on different teaching pedagogy requirement to be adopted in empowering the teaching process. Upon successful completion of the FDP the

participants would be able to:

- 1. Use the Class Notebook of Microsoft Teams to share course materials with students, proficiently.
- 2. Execute quiz/ test/ survey through Microsoft Form.

3. Create interactive and engaging presentation of lesson plan with google slides and pear deck.

#### Target Audience

Faculty of design and Faculty of management and Commerce.



A Five-Day Faculty Development Program on ENHANCING TEACHING AND LEARNING VIA TECHNOLOGY

09 Aug - 13 Aug, 2021 [Virtual mode] 09:30 AM - 11:30 AM Jointly Organized by: MUJ-TEC and Team HR

### About MUJ

Manipal University Jaipur (MUJ), India is a coeducational, residential, private research university located in the city of Jaipur in Rajasthan, India. It is the fifth university established by Manipal Global Education Services. Courses and programs offered by the university are in the fields of Engineering, Architecture, Interior Design, Fashion Design, Fine Arts, Hospitality, Humanities, Journalism and Mass Communication, Basic Sciences, Law, Commerce, Computer Applications, and Management. The campus of the institute has a total land area of 122 acres, with the constructed area of 2.47 million sq ft.; it was the first university in Rajasthan to be accredited as A+ (3.28) grade by NAAC.

MUJ boasts of best-in-class infrastructure, including state-of-the-art research facilities and a modern, digital library. In line with Manipal University's legacy of providing quality education to its students, the campus uses the latest in technology to impart education.

# **Program Schedule**

Day 1: 9:30 AM- 11:30 AM	Microsoft Teams and its functionality for education
Day 2: 9:30 AM- 11:30 AM	Interactive presentation of lesson plan with google slides
Day 3: 9:30 AM- 11:30 AM	How to use MS Form to set quizzes & how to use MS Tools for examination purpose
Day 4: 9:30 AM- 11:30 AM	Managing Class Notebook for teaching & learning
Day 5: 9:30 AM- 11:30 AM	Managing Class Notebook for teaching & learning



### **Organizing Committee**

## **Chief Patrons**

Prof. (Dr.) K. Ramnarayan
Chairperson, Manipal University Jaipur
Prof. (Dr.) G. K. Prabhu
President, Manipal University Jaipur
Prof. (Dr.) N. N. Sharma
Pro-President, Manipal University Jaipur
Prof. (Dr.) Jagannath Korody
Dean, FOE, Manipal University Jaipur
Prof. (Dr.) Rajveer Singh
Shekhawat
Provost, Manipal University Jaipur

## Patron

**Prof. (Dr.) D P Sharma** Director, MUJ TEC, Manipal University Jaipur

## **FDP Organizers**

**Dr Suddhendu DasMahapatra** Assistant Professor, Department of ECE

**Dr N N Das** Assistant Professor, Department of IT