

# Two-Day(8Hrs) e-Workshop

*on*



## Online Teaching, Learning and Evaluation

*Date*

18<sup>th</sup> & 19<sup>th</sup> July 2020

*Time*

*1<sup>st</sup> Half - 11.00AM to 1.00PM*

*2<sup>nd</sup> Half - 4.00PM to 6.00PM*

*Jointly Organised by*

*Internal Quality Assurance Cell*

*of*

**NEW ALIPORE COLLEGE**

Kolkata - 700053

&

**K. K. DAS COLLEGE**

Kolkata - 700084

*Dear Colleagues,*

*Keeping in mind the present pandemic scenario, IQAC of New Alipore College and K.K.Das College are planning for a two-day online e-Workshop on Teaching, Learning and Evaluation for the faculties of Colleges and Universities. You are invited to attend the workshop. e-Certificate will be issued on successful completion of this e-Workshop.*

*Dr. J. Sarangi*  
*Principal*

**New Alipore College**  
Kolkata - 700053

*Dr. R. P. Chakraborty*  
*Principal*

**K. K. Das College**  
Kolkata - 700084

# ***About the e-Adhyayan (the e-Workshop)***

Everyone is concerned about the increasing threat of COVID-19 and searching for a solution by which normal activities involving others can be performed while maintaining the norms of social distancing. Teachers are also facing the same situation. Fortunately, alternatives are there to holding face-to-face classes, but it's important to prepare teachers and students ready for the technology driven techniques. **Department of Computer Science, K.K.Das College** is organising **e-Adhyayan** (the e-Workshop) to build confidence of **e-teaching** to the teachers using Google platform.

This **e-Adhyayan** will provide each participant enough confidence to begin **e-classroom** for the onboard students.

## **The Audience:**

This professional development activity/course is designed for:

Teachers who want to start **e-Teaching** using Google platform for teaching, learning and evaluation.

## **Description:**

The Two-Day (8 hrs) **e-Adhyayan** will review the uses of Google platform, so teachers can plan for **e-teaching**. The **e-Adhyayan** is designed to:

- **Online accounts**
- **Collaborative Works**
- **Classroom - Onboard Students & Co-Teachers**
- **Engage students in e-Learning System**
- **Create e-Lessons, e-Assignments, e-Tests**
- **Track Attendance, Participation and Students' Progress**
- **Pre-scheduling Classes, Live Classes, e-Time Table**
- **Personal Website - Uploading Personal Details and Shareable Documents**

Google offers a good option for increasing access and intensity, whether or not your recent needs are going to temporarily close. These tools are enthusiastically used globally.



## *The e-Adhyayan Team:*



**Dr. R. P. Chakraborty**  
*Principal,  
K.K. Das College*



**R. Pal**  
*HoD, Dept. of Computer Science  
K.K. Das College*



**M. K. Bhaumik**  
*Faculty, Dept. of Computer Science  
K.K. Das College*



**P. Pal**  
*Faculty, Dept. of Computer Science  
K.K. Das College*

## *The e-Adhyayan:*

### *Day One*

#### *First Half (11.00AM to 1.00PM):*

- ***Introduction***
- ***Google***
  - *Searching, Google ID, Mail,*
  - *Drive, Docs, Sheet and Slide*
- ***Google Classroom-I***
  - *Creation, Co-teachers and students joining*
  - *Materials Uploading*
  - *Assignments and Tests preparation*

#### *Second Half (4.00PM to 6.00PM):*

- ***Google Form-I***
  - *Preparation of different types of questions/  
questionnaires for survey.*
- ***Scheduling-I***
  - *Google Calendar*
  - *Google Meet*
  - *Other Tools*
- ***Jamboard***
  - *Use and Sharing*

## ***Day Two***

### ***First Half (11.00AM to 1.00PM):***

- ***Google Form-II***
  - *Questions with weightage and it's Automatic/Manual evaluation*
  - *More usage of Google Form*
- ***Google Classroom-II***
  - *Tracking students progress*
  - *More usage of Google Classroom*
- ***Scheduling-II***
  - *Preparation of Routine*

### ***Second Half (4.00PM to 6.00PM):***

- ***Google Sites***
  - *Creation, Development & Uploading*
  - *Publish and Sharing*
- ***You Tube***
  - *Creation of YouTube Channel*
  - *Uploading Video Lectures*
- ***Live Streaming***
- ***Conclusion***

### **Registration:**

- ❖ *Last date of registration : 17-07-2020*
- ❖ *Registration fee of INR 200.00 to be paid through any mode in favour of K.K. Das College*  
*Bank Name : AXIS BANK (Garia Branch)*  
*A/c No. : 917010040728867                      IFSC code: UTIB0000232*
- ❖ *e-Certificate will be sent to the participants after successful completion of the workshop.*

**[Click here for online Registration](#)**

### **Contact us:**

For more detail please feel free to e-mail us at: [computersc.kkdcollege@gmail.com](mailto:computersc.kkdcollege@gmail.com)