


NOTICE
(2022-23)
(Non-Teaching)

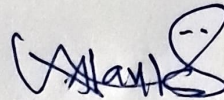
This is to inform all the Non-Teaching staff that “**Computer literacy, E-content development and Social Media management Course**” will be organised by the Vidya Prabodhini College from 31st October, 2022 to 3rd November 2022.

All Non-Teaching faculty members are requested to kindly take note of the same.

Date: 24th October 2022

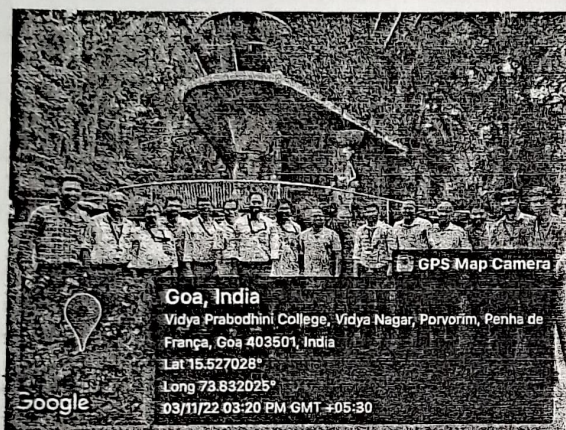

(Mr. Balaji Naik)
Co-ordinator




(Dr. Bhushan Bhawe)
Principal

ACTIVITY REPORT

Event Details



Name of the Event: Computer Literacy, E-content Development and Social Media handling

Academic Year: 2022-23

Type of the Event: Course

Reach of the Event: Local

Mode of Event: Offline

Date of Event: From 31-10-2022 To 03-11-2022

No of Day(s): Three-Day

Venue: ICT LAB

Objectives of the Event: To develop basic computer literacy among the non-teaching staff

To train the non-teaching staff in developing the e-content and video editing

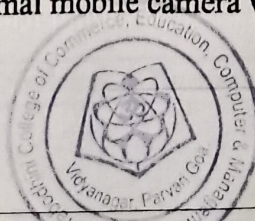
To instil good photography skills using normal mobile camera.

To train the non-teaching staff in handling Social media, projectors and other multimedia tools

Outcomes of the Event: The participants have understood the basic computer literacy.

The non-teaching staff were able to develop the e-content and editing videos.

Good photography skills using normal mobile camera was taught and was practiced on-site by



the participants.

The non-teaching staff are able to handle Social media, projectors and other multimedia tools

A brief write-up about the Event (in about 300 words):

Adhering to the need to enhance the computer literacy level of the Non-Teaching and Multi-Tasking Staff of the college, a 3-Day course on 'Computer Literacy, E-content Development and Social Media handling' was organized from 31st October, 2022 to 2nd November, 2022.

The course was conducted in the college ICT Lab and was assisted by Mr. Saish Dalal, Mr. Swapnil Gaonkar, Mr. Balaji D. Naik, Mr. Ashay N. Naik and Mr. Vijay Kudnekar.

The following topics were covered:

Knowledge of Computer Hardware

Knowledge of Networking

Drafting, Typing and Printing

Google Suite- Google Forms, Google Docs and Google Meet

Video Editing and Publishing on YouTube

Social Media Handling,

Use of Smart Boards,

Video Recording,

A Practical session on photography was conducted in the field for a hands-on experience. The Participants were taken to a scenic location near the college and were taught to use their mobile phone using additional camera settings. They learnt to manually adjust all the settings and click clean photos.

Event Category: Academic

Details about the external Collaborating/Associating agencies

Name of the collaborating agency:

Address:

Nature of the Collaboration:

Details of Collaboration:

Participants' Details

Expected number of Participants:

| Local | State | National | International | Total Delegates |
|-------|-------|----------|---------------|-----------------|
|-------|-------|----------|---------------|-----------------|



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Resource Persons' Details

Name of the Resource person: BALAJI NAIK

Institutional Affiliation: VIDYA PRABODHINI COLLEGE

Area of expertise(in brief): Computer Networking and Use of Projectors

Any other details:

Name of the Resource person: SAISH S NAYAK DALAL

Institutional Affiliation: VIDYA PRABODHINI COLLEGE

Area of expertise(in brief): DRAFTING, TYPING AND PRINTING

Any other details:

Name of the Resource person: AASHAY NAIK

Institutional Affiliation: VIDYA PRABODHINI COLLEGE

Area of expertise(in brief): COMPUTER HARDWARE AND GOOGLE SUITE

Any other details:

Name of the Resource person: VIJAY KUDNEKAR

Institutional Affiliation: VIDYA PRABODHINI COLLEGE

Area of expertise(in brief): PHOTOGRAPHY

Any other details:

Name of the Resource person: SWAPNIL GAONKAR

Institutional Affiliation: VIDYA PRABODHINI COLLEGE

Area of expertise(in brief): VIDEO EDITING

Any other details:

Event Coordinator Details

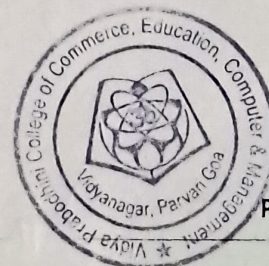
Name of the Department/Committee: ICT

Name of the Event Co-ordinator: BALAJI NAIK

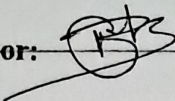
Event Co-ordinator email address: balajinaikvpc@gmail.com

Event Co-ordinator Mobile Number: 9545724455

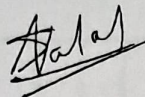
Name of the Co-coordinator: SAISH S NAYAK DALAL



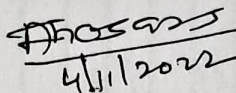
Signature of the Coordinator:



Signature of the Co-coordinator:



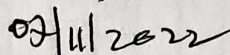
Signature of the Head of the Department:


4/11/2022

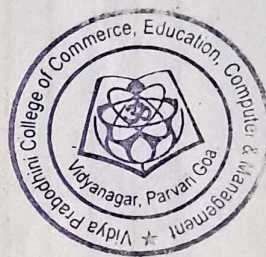
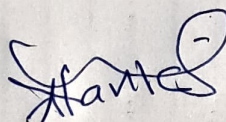
Signature of the Principal:



Date: 04-11-2022



Place: Parvari, Goa.



ATTENDANCE SHEET

3-Day Computer Literacy, E-Content Development. And Social Media Management Course

| Sr. | Name | 31st October,2022 | 1st November,2022 | 2nd November,2022 |
|-----|-----------------------------|-------------------|-------------------|-------------------|
| 1 | Shri. Shrishkumar S. Patil | | | |
| 2 | Shri. Rajaram S. Sandye | | | |
| 3 | Shri. Swapnil S. Gaonkar | | | |
| 4 | Shri. Balaji D. Naik | | | |
| 5 | Shri. Gauresh G. Bagli | | | |
| 6 | Shri. Ashay N. Naik | | | |
| 7 | Shri. Siddhesh R. Naik | | | |
| 8 | Shri. Rohit S. Pilankar | | | |
| 9 | Shri. Suraj G. Sakhare | | | |
| 10 | Shri. Anand Singh | | | |
| 11 | Shri. Vijay P. Kudnekar | | | |
| 12 | Shri. Suhas R. Malik | | | |
| 13 | Shri. Amol H. Naik | | | |
| 14 | Shri. Prabhakar K. Kavlekar | | | |
| 15 | Shri. Tareshwar R. Adpaikar | | | |
| 16 | Shri. Prakash P. Gawas | | | |
| 17 | Shri. Rajesh S. Naik | | | |
| 18 | Shri. Vithal B. Gaude | | | |
| 19 | Shri. Babu J. Yemkar | | | |





PRABODHAN EDUCATION SOCIETY'S
**VIDYA PRABODHINI COLLEGE
OF COMMERCE, EDUCATION, COMPUTER & MANAGEMENT**
(Recognised by Govt. of Goa, UGC under Section 2(f) and 12(B) of the UGC Act 1956 & Affiliated to
Goa University) and Approved by NCTE
Accredited by NAAC with B+ Grade on a Seven Point Scale under New Framework (1st Cycle)



‘Computer Literacy, E-Content Development and Social Media Handling’ held on 31-10 to 3-11-2022





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विद्याप्रबोधिनीतील शिक्षकेतर कर्मचाऱ्यांसाठी कार्यशाळा



पर्वरी : कार्याशाळेत सहभागी झालेले शिक्षकेतर कर्मचारी.

(शेखर वायंगणकर)

■ टीम दैनिक हेराल्ड

पर्वरी, दि. ७ : येथील विद्या प्रबोधिनी महाविद्यालयात शिक्षकेतर कर्मचाऱ्यांसाठी ३ दिवसीय 'संगणक साक्षरता, ई-सामग्री विकास आणि सोशल मीडिया वापर' कार्यशाळेचे आयोजन करण्यात आले होते. कार्यशाळेचा प्रमुख उद्देश शिक्षकेतर कर्मचाऱ्यांमध्ये मूलभूत संगणक साक्षरता, ई-सामग्री आणि व्हिडिओ संपादन विकसित करणे, फोटोग्राफी कौशल्ये विकसित करणे तसेच सोशल मीडिया, प्रोजेक्टर आणि इतर मल्टीमीडिया साधने हाताळण्याचे प्रशिक्षण देणे हा होता.

कार्यशाळेचे उद्घाटन प्रबोधन शिक्षण संस्थेचे अध्यक्ष संजय वालावलकर यांच्या हस्ते झाले. कार्यक्रमास व्यासपिठावर अध्यक्ष

संजय वालावलकर, महाविद्यालयाचे प्राचार्य डॉ. भूषण भावे व कार्यशाळेचे संयोजक बालाजी नाईक उपस्थित होते. अध्यक्ष वालावलकर यांनी शिक्षकेतर कर्मचाऱ्यांसाठी कार्यशाळेचे आयोजन केल्याबद्दल महाविद्यालयाचे प्राचार्य भूषण भावे यांचे

कौतुक केले व यापुढे अशा प्रकारच्या कार्यशाळांना संस्थेतर्फे सहकार्य करण्यात येईल, असे सांगितले. प्राचार्य भूषण भावे यांनी कार्यशाळेचे उद्दिष्ट व महत्त्व सांगितले. कार्यक्रमाचे सूत्रसंचालन बालाजी नाईक यांनी केले. साईश नाईक दलाल, बालाजी नाईक, आषय नाईक, विजय कुडणेकर व स्वप्नील नाईक यांनी कार्यशाळेला मार्गदर्शन केले.