Training Programs, Professional Development and capacity Building Programs of Government Degree College Siddipet (Autonomous) during 2020-21

Our Government Degree College Siddipet (Autonomous) always stands forefront to train and develop its personnel with required Professional and Capacity building initiatives and activities. College strongly believe in espousing of its employees with emerging, skills, abilities and advents in their respective fields. In its annual action plan, College mentions periodical training and Development programs being conducted during the academic year for its teaching and non-teaching staff members. Following are the programs conducted during the academic year 2020-21 for teaching and non-teaching staff members.

➡ Computer Training for Teaching & Non- Teaching Staff

➡ Training for Non- Teaching Staff on CAIMS

➡ A short Training on Usage of E-office

➡ Training on Effective usage of online tools in Teaching

➡ One –Day workshop on PPT Preparation and Excel presentation

Computer Training for Teaching & Non- Teaching Staff:

To make the teaching and non-teaching staff well-versed in usage and application of MS-office and its components, department of Computer Science and Application has conducted a Three Hour training program. MS-Word, Access with Websites, Data Searching tools and Internet browsing were the topics of 3 technical sessions of the program. The senior faculty members of Department of Computer Science and Applications Dr. Gangam Srinivas Reddy, Smt. M. Maheshwari and Sri. Mansoor Ahmed has trained the faculty as resource person of technical session 1, 2 and 3 respectively. After their theoretical talks, they have also organized hands on experience sessions. Photographs made, regarding this program was appended to this document as evidence at the end.

Training for Non- Teaching Staff on CAIMS:

College Administration and Information Management System (CAIMS) is very supporting and facilitating software for the higher education institutions in general and Colleges under CCE jurisdiction in particular. In the present fast growing and evolving atmosphere of Higher Education, almost all HEIs requires ICT support at greater extent, coupled with Apps and Software. This software enables the colleges to store the data relating to the students, teachers, office, administration and other institution centred at one place. Further it ensures to retrieve the information on need based and according to the requirement. Keeping these prominent benefits in the view and in compliance to the CCE proceeding and guidelines, our college has designed an exclusive and exhaustive training program to all the non teaching staff members of Government Degree Colleges in the Siddipet district in the 2nd week of January, 2021.

The program has been scheduled in to 3 sessions, viz., Inaugural, Technical Session-1 and Technical Session-2 followed by a short concluding session. During technical sessions our college Administrative officer Sri A. Srinivasulu has rendered his magnificent service as the resource person. He has trained all the participants and thrown the ample amount of education and knowledge over database development, storage of the data at an appropriate place and method and process of retrieving the data.

A short Training on Usage of E-office:

A short training program to all our College non-teaching staff and a few identified teaching staff was conducted by the college under the aegis of college administrative officer, during 3rd week of March, 2021. In this training program method of inter and intra correspondence with the higher office and authorities through E-office was explained in detailed. Preparation of bills, writing the notes & remarks, regular correspondence and mechanism of mapping the information were the subthemes of the training program.

During the training program the need and significance of usage of E-office, its supporting attributes, how it is more effective and transparent aid in the hands of administrative people and how it enable the users to create documents electronically and management, searching and sharing process of E-documents have been discussed, discoursed and illustrated with suitable examples and case studies. Minimization of time consumption, saving of energy & man hours and cost effectiveness were also taken part in the training. At the culmination session interaction was also enthusiastically taken place among the participants with their own experience and grievances while using E-office.

Training on Effective usage of online tools in Teaching:

As we all well aware that during the pandemic period, across the globe teaching has taken more difficulties through face to face, as we were fully conventional at that moment we were struggled a lot. To overcome this difficulty and to passive the damage will be caused to the students, our honourable CCE has initiated a one day training program to all the teaching staff of government degree colleges in the state on online mode. Taking this step as utmost inspiration, Department of Commerce and Business Management in collaboration with college IQAC has designed a full day Professional Development online training program to teaching staff members on effective usage of online tools in teaching.

This program was scheduled as an inaugural followed by 3 technical sessions. Dr. Gopala Sudarshanam Assistant Professor of Commerce and Academic & Autonomous Coordinator, Dr. Ch. Madhusudhan Assistant Professor of Physics & IQAC Coordinator and Dr. G. Srinivas Reddy Senior faculty member Department of Computer Science and Applications of our College have accepted the responsibilities as resource persons and trained the faculty members with their explorative talks, coupled with illustrations of images, charts and pictures.

Effective and productive usage of Online teaching platforms like Zoom, google meet, Teacherkit, Teachmint, e-content development procedure, short videos creation, video lessons preparation and uploading in the YouTube and preparation of google forms for data collection etc have been explained in the training sessions. Conducting online quiz programs, organization of seminars, conferences, FDPs and workshops on online mode and feedback collection, certificate generation and horizontal & vertical form of groups' creations with students and teachers were also actively taken part in the course of ardent training. With the result of this training, close to 1000 videos on core content were developed by our respected faculty members.
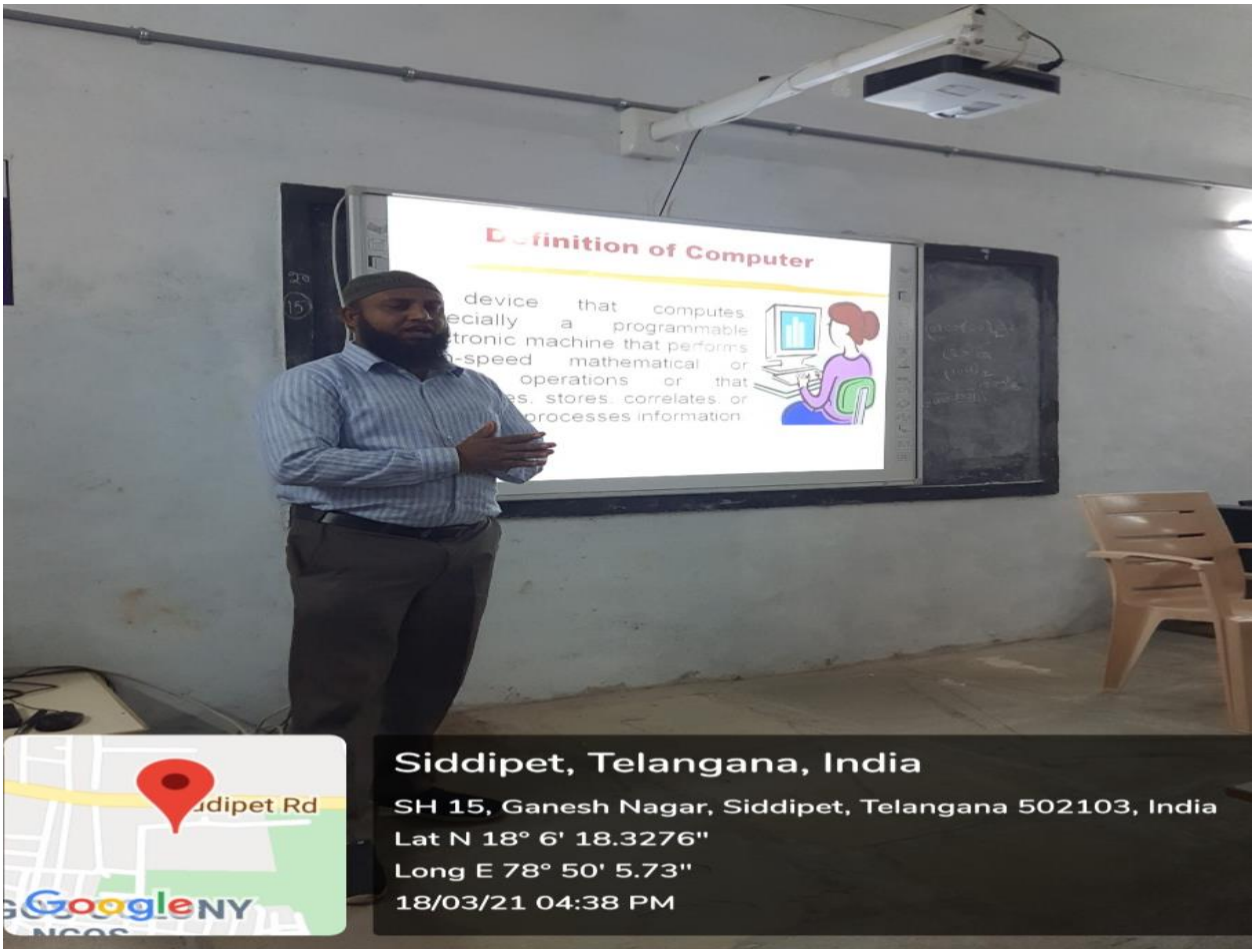
One –Day workshop on PPTs Preparation and Data presentation through Excel:

To make the teacher's class room presentation more attractive and effective, it must be aided with advanced pedagogy and ICT. Considering this novel idea in to account we have planned a Capacity Building Program as one day workshop on PPTs preparation and data presentation through Excel sheets. During the workshop various ways of PPTs preparation, pictures, charts and Diagrams inclusion the slides and short videos & clippings attachment to the slides have been explained. Adding notes to the slides, auto playing of the PPT and taking support of audio as background music were also included in the teaching. While writing research papers how to use Excel sheets for data analysis, tabulation of collected data through Excel and drawing diagrams, charts, pictures and pie charts were also explained with suitable examples.
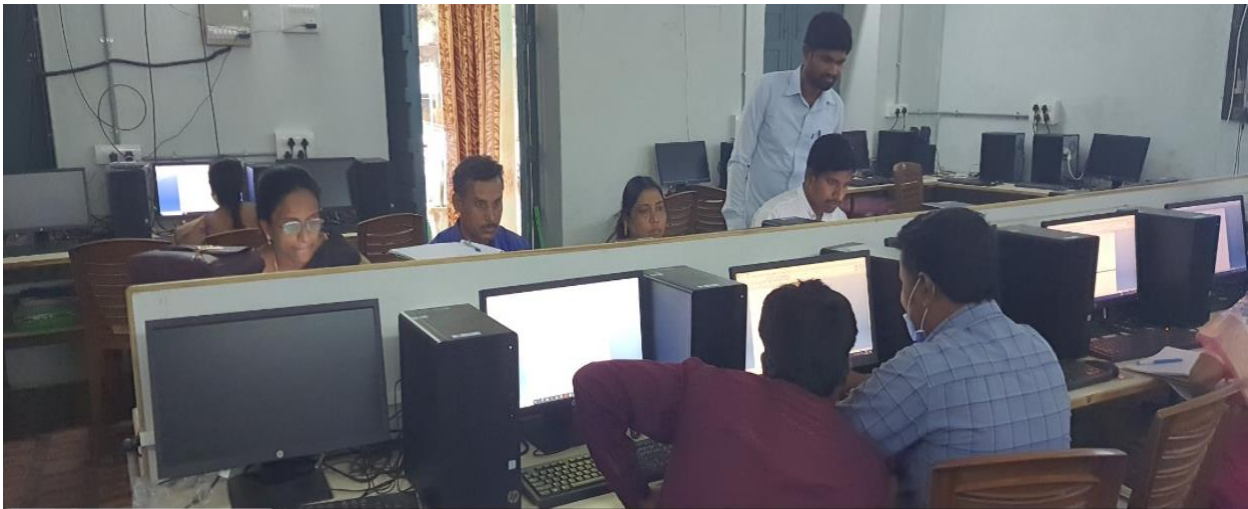
After the technical sessions, dividing all the participants in to four heterogeneous groups, one hour complete hands on experience session has been conducted under the supervision of couple of experienced resource persons. Participants have given two assignments one was to prepare a PPT with at least 10 slides on any of the topic at their choice and second one was to prepare couple of tables, diagrams and pie charts on the supplied data. A few participants have also made presentations on their outcomes in the computer lab where, hands on experience were arranged.

Following were the photographs of above programs at glance.

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.324"
Long E 78° 50' 5.8344"
18/03/21 04:36 PM

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.3276"
Long E 78° 50' 5.73"
18/03/21 04:38 PM

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.3348"
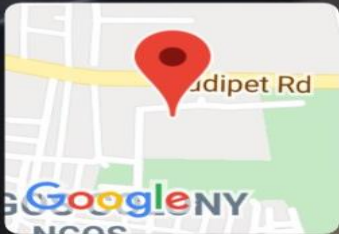Long E 78° 50' 5.8776"
31/03/21 05:09 PM

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.3384"
Long E 78° 50' 5.802"
22/03/21 04:54 PM

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.3348"
Long E 78° 50' 5.7768"
19/03/21 04:35 PM

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.3384"
Long E 78° 50' 5.802"
22/03/21 04:54 PM

Siddipet, Telangana, India
komatireddy Ramesh ,H.no.15-24/3B, balagoudNagar, NGOs colony,
Siddipet, Telangana 502103, India
Lat N 18° 6' 7.65"
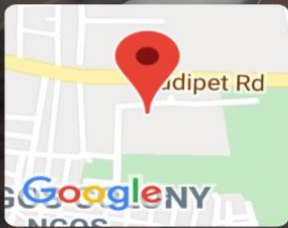Long E 78° 50' 15.8388"
22/03/21 04:52 PM

Siddipet, Telangana, India

SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.3456"
Long E 78° 50' 5.7336"
18/03/21 04:38 PM
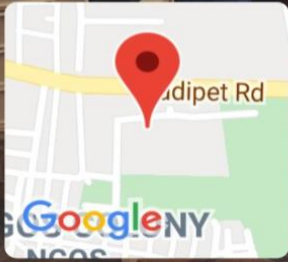

Siddipet, Telangana, India

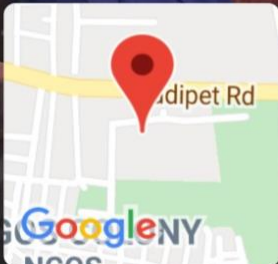Dubbak - Siddipet Rd, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.3384"
Long E 78° 50' 5.7948"
19/03/21 04:42 PM

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.3348"
Long E 78° 50' 5.8416"
22/03/21 04:53 PM

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.2952"
Long E 78° 50' 5.8992"
31/03/21 05:09 PM

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.324"
Long E 78° 50' 5.8848"
31/03/21 05:09 PM

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.3348"
Long E 78° 50' 5.8776"
31/03/21 05:09 PM

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.3276"
Long E 78° 50' 5.8128"
22/03/21 04:52 PM

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
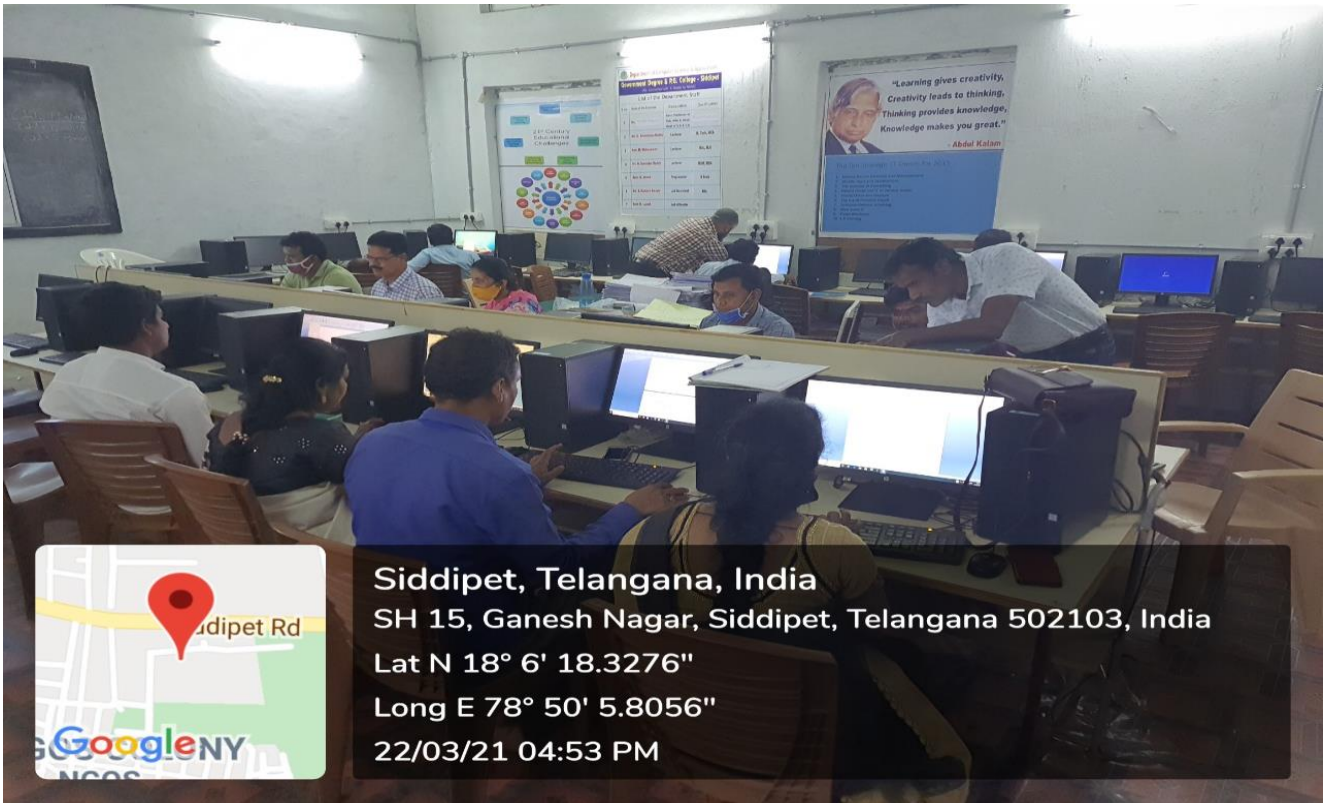Lat N 18° 6' 18.324"
Long E 78° 50' 5.7732"
18/03/21 04:36 PM

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.342"
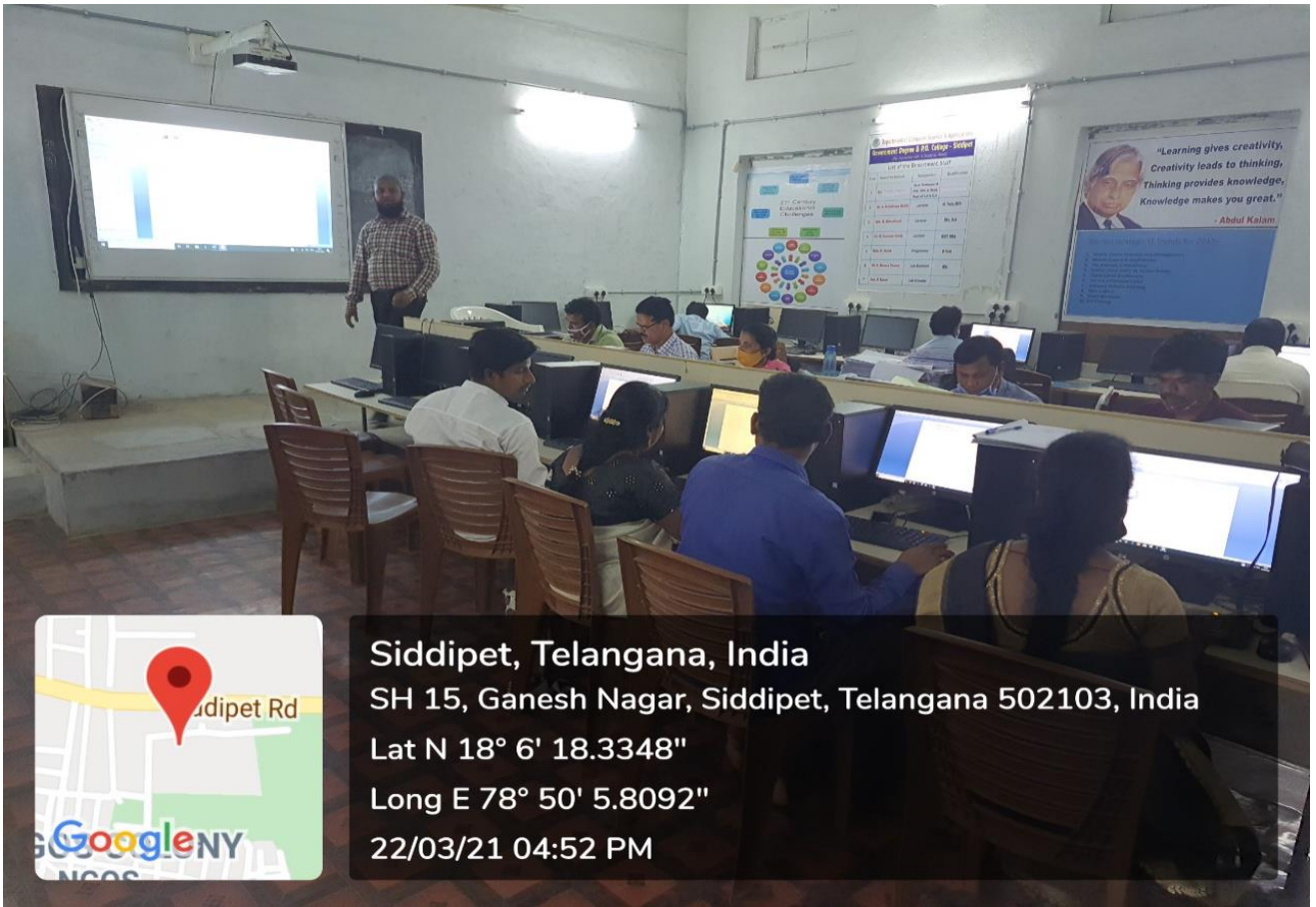Long E 78° 50' 5.802"
18/03/21 04:39 PM

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.3348"
Long E 78° 50' 5.8236"
22/03/21 04:53 PM

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.3276"
Long E 78° 50' 5.8056"
22/03/21 04:53 PM

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.2736"
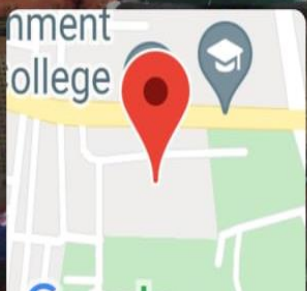Long E 78° 50' 5.9136"
31/03/21 05:09 PM

Siddipet, Telangana, India
SH 15, Ganesh Nagar, Siddipet, Telangana 502103, India
Lat N 18° 6' 18.3348"
Long E 78° 50' 5.8092"
22/03/21 04:52 PM

Siddipet, Telangana, India
4R4P+52Q, NGOs colony, Siddipet, Telangana 502103, India
Lat N 18° 6' 17.8236"
Long E 78° 50' 7.2276"