

A One day Workshop on Creation of Google Forms

About the College

S.R & B.G.N.R Government Arts and Science College was established in 1956 to cater the Educational needs of the Rural and Backward areas in and around Khammam town. Since Khammam is semi-urban area and is located aimed a commercially and industrially potential area, the college felt the need for introducing novel and Job Oriented Restructured courses to attend the demand of the day and the society.



About the Departments

S.R & B.G.N.R Government Arts and Science College, Khammam has introduced the Computer Course in the year 1997 with B.Sc Mathematics, Physics and Computer Science combination. In the immediately successive year, i.e,(1998-1999) computer course with B.A and B.Com classes also was introduced. Since then there has been a steady and evident development of the department . Currently the Courses are B.Sc (Phy. Sci.) as MPCs, MCCS, MSCS, MECS, B.Com (CA), B.A(CA) and B.Sc (Life Sci. with CA) & with new course B.Sc Data Science.

About the Workshop

“Artificial Intelligence” Workshop will be held at SR & BGNR GOVT. ARTS & SCIENCE COLLEGE(Autonomous), Khammam, Telangana, India, on 06, March 2021. The aim of the workshop Creation of Google forms is generally associated with creating Google forms, it is a free online tool from Google which allows users to create forms, surveys, and quizzes as well as to collaboratively edit and share the forms with other people. Our ability to combine knowledge from all these fields will ultimately benefit the progress in the quest of creating google forms.



ONE DAY WORKSHOP

On

“ CREATION OF GOOGLE FORMS ”

On

1ST MARCH, 2021

Organized By

DEPARTMENT OF COMPUTER SCIENCE & APPLICATIONS

SR & BGNR GOVT. ARTS & SCIENCE COLLEGE

AUTONOMOUS

KHAMMAM

Under

FACULTY DEVELOPMENT PROGRAM

Resource Person

K. Usha Pavani, M.C.A.

DEPARTMENT OF COMPUTER SCIENCE & APPLICATIONS

SR & BGNR GOVT. ARTS & SCIENCE COLLEGE(A), KHAMMAM

VENUE

Room No: 233, COMPUTER LAB2





SR & BGNR GOVT. ARTS & SCIENCE COLLEGE(A), Khammam

Department of Computer Science & Applications is organizing the following event.

Name of the Event: Workshop

Date: 01-03-21

Venue: Computer Lab

Topic: Workshop on Creation of Google Forms

Google Forms

Google Forms is a free online tool from Google which allows users to create forms, surveys, and quizzes as well as to collaboratively edit and share the forms with other people. Educators can use Google forms to assess their students at the beginning of the class and gauge pre-existing knowledge. Furthermore, Google forms can be used to give feedback to and receive feedback from students and parents. Similarly, students can use Google forms to assess their own learning and set the learning goals as well as to collect data for their research projects.

Opening Google Forms

Step 1. Open Google Chrome.

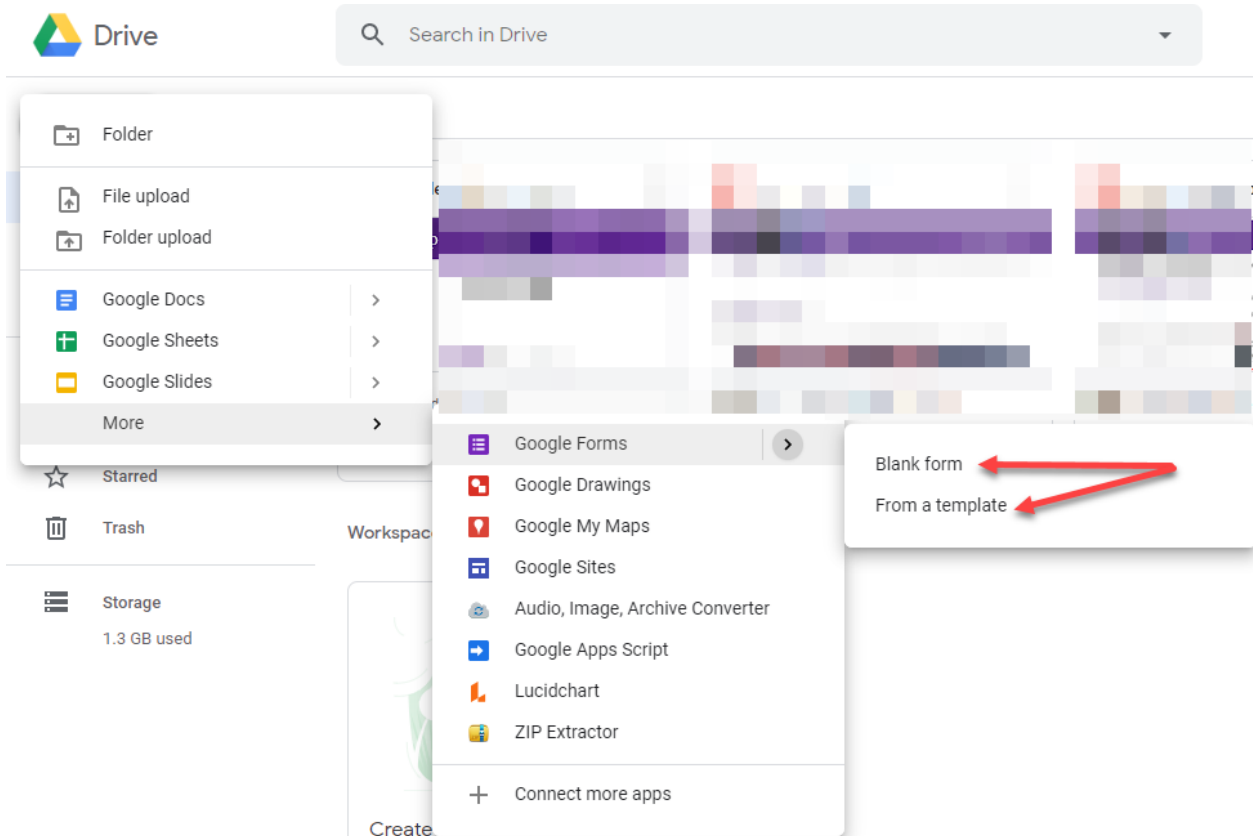
Step 2. Go to <http://drive.google.com>

Step 3. Enter your full Email address, then click **next**.

Step 4. Enter your Password, then click **Sign in**.

You will now be signed into Google Drive.

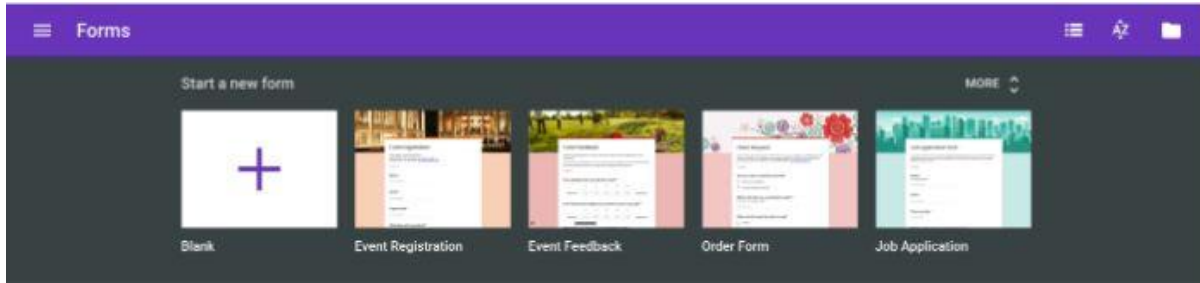
Step 5. Select **New > More > Google Forms** from the available menu. Choose either a Blank form or From a template.



Editing Google Forms

Creating a New Form from Template or by using a Blank form

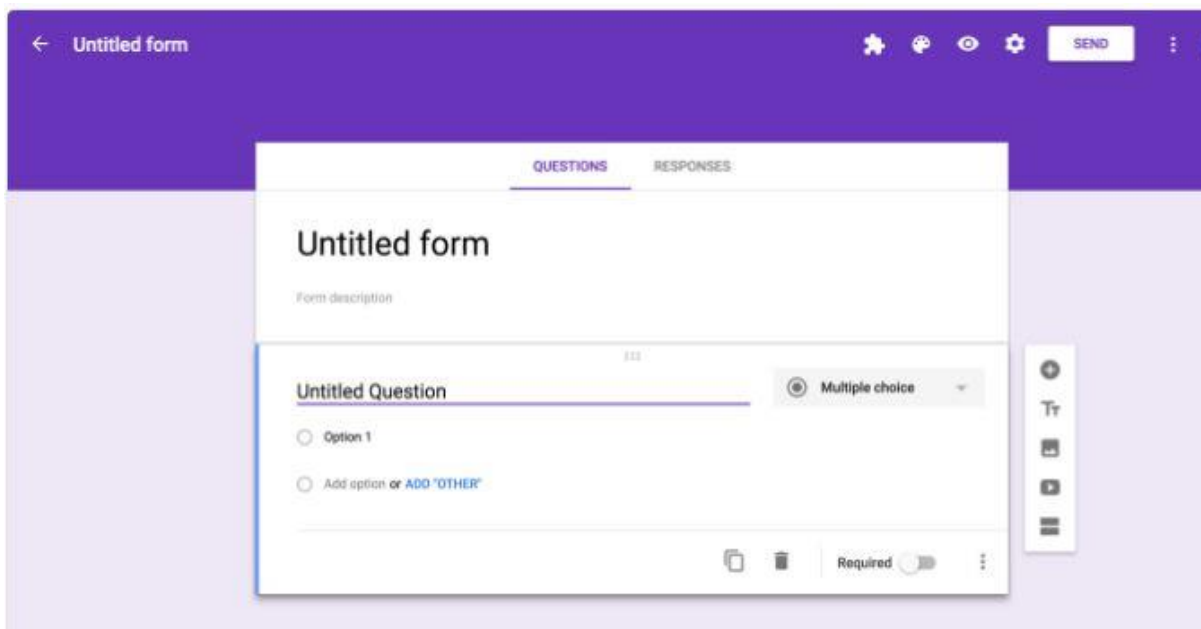
The Template gallery General tab offers a number of form templates. Or, simply click on Blank form to start from scratch.



Steps involved in Creation of Google Form after selecting Blank form

1.Editing your form

Name the Form. Click the “Untitled Form” name in the top left corner of the screen, then enter the form’s name. Hit the “Enter” key to submit your changes. If using a template, click on the template title to change to a unique name of your choosing.



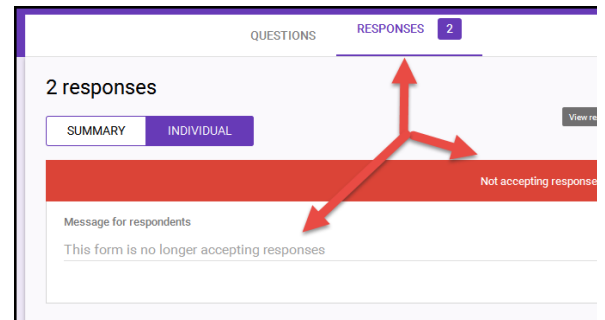
2. Edit Questions
3. Add Questions
4. Copy/Duplicate Question
5. Required Questions
6. Preview Form
7. Advanced Form Settings

8. Send Form

9. View Form and Form Responses is Google Drive

10. Close Form

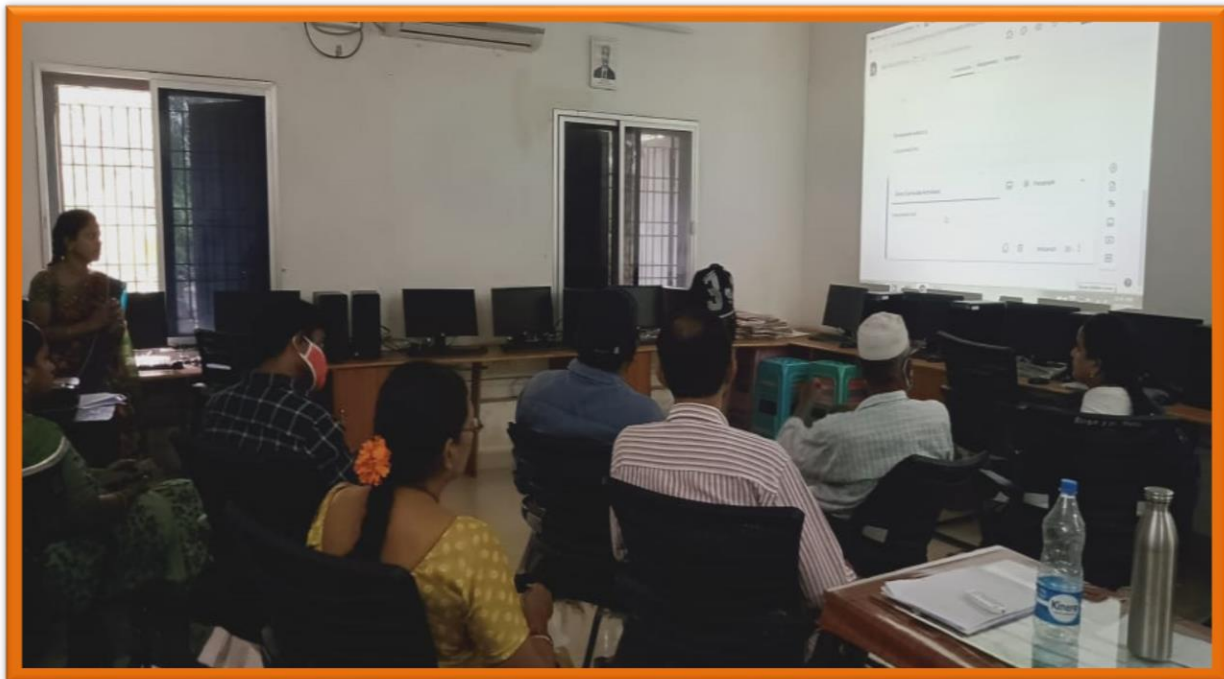
We can close the form for submission by selecting the **Responses** tab, then clicking the **Accepting Responses** toggle. You can modify the message respondents will see if they try to access your form while it is closed. Click the toggle again to reopen your form.



Conclusion

If we wish to be notified of any new form submissions, select **Tools > Notification Rules** from the Google Sheet menu. Select your notification preference, then click **Save** to save your changes.

Do not modify the sheetsheet data until after you have collected all responses. Modifying the form could result in incorrect data placement.





Participants list

SR & BGNR GOVT. ARTS & SCIENCE DEGREE COLLEGE (A), KHAMMAM

Department of Computer Science & Applications

Workshop on Creation of Google Forms

Participants List

SNo.	Name of the Faculty	Department	Signature
1	Dr. P. SARVESWARA RAO	Commerce	P. Sarveswar Rao
2	D. V. Pranam	"	D. V. Pranam
3	A. Syamala	"	A. Syamala
4	D. SUJATHA	"	D. Sujatha
5	H. V. BRAHMAM	"	H. V. Brahmam
6	D. SETRAN	"	D. Setran
7	S. RAMESH	"	S. Ramesh
8	G. Ravi Babu	"	G. Ravi Babu
9	J. ANURADHA	Telugu	J. Anuradha
10	B. V. Reddy	Pol. Sci.	B. V. Reddy
11	K. Sonala	Computer	K. Sonala
12	P. Narasimham	Pub. Adm	P. Narasimham
13	M. N. Gopi	Econom	M. N. Gopi
14	Dr. V. Murakollu	Commerce	Dr. V. Murakollu
15	N. Venkanna	Economics	N. Venkanna
16	Y. Ravivaradhan	Political Science	Y. Ravivaradhan
17	Dr. B. Dharammurti	Pol. Sci	Dr. B. Dharammurti
18	Dr. G. Venkalah.	History.	Dr. G. Venkalah.
19	Dr. P. Venu Madhav	pub-Adm	Dr. P. Venu Madhav
20	Dr. R. Sathya Prakash	Telugu	Dr. R. Sathya Prakash
21	G. Shivaji	English	G. Shivaji
22	Dr. K. Gayathri	English	Dr. K. Gayathri
23	P. Venkateswalar	Telugu	P. Venkateswalar
24	Dr. M. V. Ramesh	Telugu	Dr. M. V. Ramesh
25	J. Nagar	Hindi	J. Nagar
26	J. Anitha Kumari	Microbiology	J. Anitha Kumari
27	P. Saritha	English	P. Saritha
28	K. Vijaya Lakshmi	English	K. Vijaya Lakshmi
29	G. Suthakari	Computer Science	G. Suthakari
30	J. V. S. Arundathi	Computer Sci & Appl	J. V. S. Arundathi

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(Autonomous)
KHAMMAM.

Feedback Form:



SR & BGNR GOVT. ARTS & SCIENCE COLLEGE(A), KHAMMAM

Workshop Evaluation Form

Title of the Workshop: Creation of Google Forms

Date: 01-03-2021

In order to continue to improve the quality of educational programming, the Department of Computer Science & Applications, would appreciate you taking few minutes of your time to complete this evaluation. Your comments and suggestions will help us to plan future lectures to meet your educational needs.

1. The workshop organization was [4]
1. Poor 2. Good 3. Fair 4. Excellent
2. The workshop instructor was [4]
1. Poor 2. Good 3. Fair 4. Excellent
3. The workshop presentation methods were [4]
1. Poor 2. Good 3. Fair 4. Excellent
4. The workshop activities were [4]
1. Poor 2. Good 3. Fair 4. Excellent
5. The workshop topic coverage and relevance was [4]
1. Poor 2. Good 3. Fair 4. Excellent
6. How would you rate the usefulness of the content was [4]
1. Poor 2. Good 3. Fair 4. Excellent
7. How would you rate the hand-on activities [4]
1. Poor 2. Good 3. Fair 4. Excellent
8. How would you rate the presenter's knowledge in the subject [4]
1. Poor 2. Good 3. Fair 4. Excellent
9. The workshop overall content was [4]
1. Poor 2. Good 3. Fair 4. Excellent
10. What is your overall assessment of the event [4]
1. Poor 2. Good 3. Fair 4. Excellent

Certificate


SR & BGNR GOVT ARTS & SCIENCE COLLEGE(A)
Khammam :: Telangana-507002

DEPARTMENT OF COMPUTER SCIENCE AND APPLICATION




Certificate of Participation

This is to certify that Mr/Ms of **SR & BGNR GOVT. Arts & Science College(A), Khammam** has successfully attended the national level Workshop on "Creation of Google Forms" organized by Department of Computer Science and Application conducted on 01/03/2020 .


M.Srinivasa Rao
Convenor


N.Srinivasa Rao
Incharge


K.S.S. Ratna Prasad
Principal