



**BHARTIYA SKILL
DEVELOPMENT UNIVERSITY**



Report on

Effective Online Teaching, Assessment & Communication Skills

May 11-17, 2021

Organized by

Bhartiya Skill Development University (BSDU), Jaipur

In collaboration with

Commonwealth Educational Media Centre for Asia, New Delhi

CEMCA

Final Report on Five Day of the Capacity Building Program
(Effective Online Teaching, Assessment & Communication Skills)

Organized by: Bhartiya Skill Development University (BSDU) Jaipur

Supported by: Commonwealth Education Media Centre for Asia (CEMCA)

Date and Timing	Topics	Master Trainers
Day-1 (11/05/2021) 11:00 am- 2:00 pm	<ul style="list-style-type: none"> • 7 Cs of Effective Communication • Communication pattern (Lecturer Vs. Facilitator) • Time Management in Class-Focus, Organize, Plan and Execute 	Mr. Purandar SenGupta
Day-2 (12/05/2021) 11:00 am- 2:00 pm	<ul style="list-style-type: none"> • Brief of Google Classroom and its tools: Google Drive, Google Docs, Google Sheets, Google Slides, Google Forms, Google meet etc. • Creating Google Form- multiple-choice quizzes or short-answer quizzes. • Using google classroom for grading and assessment. 	Mr. Rajeev Shrivastav
Day-3 (14/05/2021) 11:00 am- 2:00 pm	<ul style="list-style-type: none"> • Planning Online Learning & Creating Digital Mindset. • Online Learning & the Learner. • Skills & Prerequisites for Effectiveness. • Online Communication Techniques. • Learning Management Tools & Tools for e- Learning. • Participant Activities. 	Dr. Shivaji Banerjee
Day-4 (15/05/2021) 11:00 am- 2:00 pm	<ul style="list-style-type: none"> • Online Curriculum Development – Perspectives & Principles. • Teaching Design – Guide to Online Curriculum & Pedagogy. • Student Motivation & Engagement in Online Teaching – Learning. • Issues & Challenges in Online Learning (Experience Sharing). • Participant Activities & Case Studies. 	Dr. Shivaji Banerjee
Day-5 (17/05/2021) 11:00 am- 2:00 pm	<ul style="list-style-type: none"> • Online Assessment & Evaluation Techniques • Designing & Executing Online Examination – Monitoring Progress. • Modes of Delivery & Assessment. • Team Presentation & Role Plays for Participants (Practical Insights). • Blended Learning – The Future Ahead 	Dr. Shivaji Banerjee

Master Trainers:

1. Mr.Purandar Sengupta (Certified Master Trainer by NIESBUD, Govt. of INDIA)
2. Mr. Rajeev Kumar Srivastava (Corporate Trainer, Certified by Google)
3. Prof (Dr.) Shivaji Banerjee (HOD & Prof St Xaviers' College, Kolkata)

Acknowledgement:

Profound thanks & gratitude are being conveyed to the following dignitaries for their priceless support in planning and executing the program with seamless precision:

1. Prof. Achintya Choudhury - President, BSDU Jaipur
2. Prof. Madhu Parhar, Director, CEMCA
3. Mr. Saurabh Mishra – Program Officer (Skills) – CEMCA

Introduction

The entire world is going through a highly intense situational crisis. Amidst the virulent pandemic, the policy makers & administrators are making planned and sustained effort to prevent assemblage of people in a physical setting for preventing COVID 19 infestations. Under such circumstantial adversity, it is an impossible task to organize offline/field training, because the assemblage of people in a physical setting is being considered as highly vulnerable proposition.

In such a critical situation, the Educational Institutions are being circumstantially compelled to engineer a paradigm shift in the mode of delivering the educational inputs. Maximum emphasis is being placed upon E-learning. There is a colossal demand for E-Learning in the present scenario. It is being predicted by the Subject Matter Experts (SME) that with the passage of time, E-Learning will be deemed as the most preferred mode for delivering educational inputs.

In such a scenario, it can be tenably inferred that the Capacity Building program on “Online Teaching, Assessment & Communication Skills” is driven by logical rationale and situational relevance. The program is expected to satisfy the need of a vast number of individuals in the education sector. It can be assumed that this Capacity Building Program on “Online Teaching, Assessment & Communication Skills” is going to generate prodigious number of E-Learning Experts, who will in turn carry out their valued mission of edifying, enlightening and empowering innumerable students in the online platform.

Aim

The aim of this online capacity building program is to provide a solid platform to its participants to develop and harness their remote teaching skills. With sparse physical classroom engagements, many institutions have migrated to the online mode. In these circumstances the need for training and quick adaptation of such pedagogical methods is critical. The online CBP on “Effective online teaching, assessment, and communication skills” is an attempt to help fellow academicians to gather the requisite skills to be able to plan, design, and deliver and assess their courses effectively online.

Objectives

Participants would be able to:

- Demonstrate awareness about technical platform Google Classroom, meet, zoom etc.
- Performing online group activities and engaging online classes effectively.
- Effectively design online curriculum and assessment tool.

Participants

Thirty participants have registered for batch 1 of 5-days Capacity Building Program. These trainees are faculties in various institutions: Engineering, Pharmacy, Management, Degree, Diploma, ITI, Skill centers. These participants have been selected through the registration process and those who have produced the

Cognitive Resonance was identified between the Trainees and the Facilitator. The list of participants is placed in Appendix 1.

Dates: The workshop was for five days – 11th, 12th, 13th, 15th, and 17th May 2021 from 11:00AM to 2:00PM (IST)

Venue: The workshop was conducted online through the virtual platforms Google Meet and Zoom.

Methodology

The capacity building workshop was conducted online through Google Meet and Zoom platform. Google Classroom platform was used to enroll participants in course and for sharing the learning materials and conducting online quizzes. Google Forms was used for registration and conducting assessment.

Invitation: 1st Batch - Capacity Building Program (CBT) @ Tue May 11, 2021 11am - 2pm (IST) (moyya.mahesh@gmrgroup.in)

iro@ruj-bsdu.in
to moyya.mahesh

Mon, May 10, 9:16 PM (8 days ago)

<p>May</p> <p>11</p> <p>Tue</p>	<p>1st Batch - Capacity Building Program...</p> <p>When Tue May 11, 2021 11am - 2pm (IST)</p> <p>Where India</p> <p>Who moyya.mahesh@gmrgroup.in, 1st Batch Capacity Building Program (CBP)*</p> <p>Add to calendar ></p>	<p>Agenda</p> <p>Tue May 11, 2021</p> <p>No earlier events</p> <p>11am 1st Batch - Capacity Building Program...</p> <p>No later events</p>
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You have been invited to the following event.

1st Batch - Capacity Building Program (CBT)

When Tue May 11, 2021 11am - 2pm India Standard Time - Kolkata [more details >](#)

Where India ([map](#))

Joining info Join with Google Meet
meet.google.com/nlr-cqpb-zpe

Join by phone
(US) +1 478-352-1399 (PIN: 943208268)

Calendar moyya.mahesh@gmrgroup.in

Who (Guest list has been hidden at organizer's request)

Hello All,

Welcome to CBT program!

Thanks,
IRO BSDU

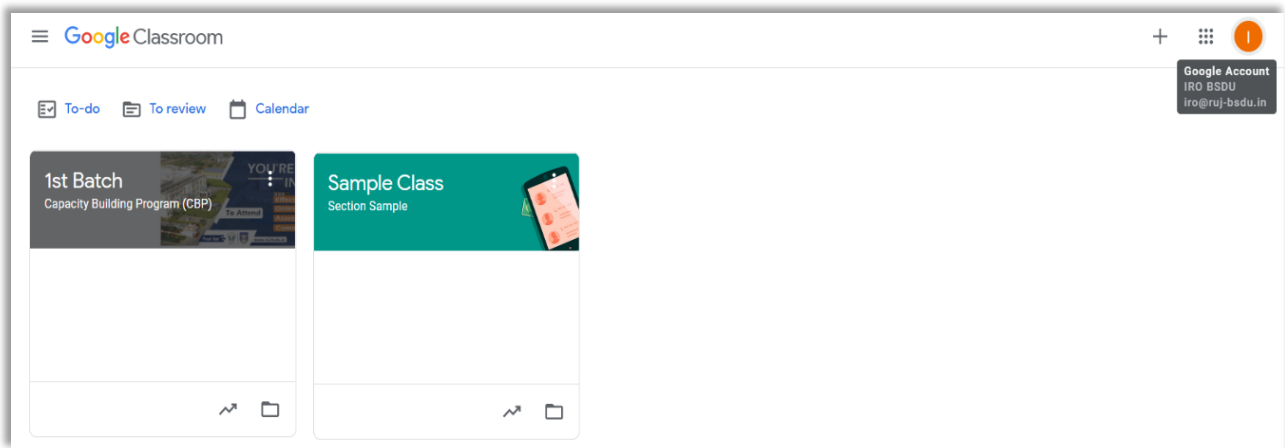
Going (moyya.mahesh@gmrgroup.in)? [Yes](#) - [Maybe](#) - [No](#) [more options >](#)

Google Meet Meeting link sent to the participants and expert

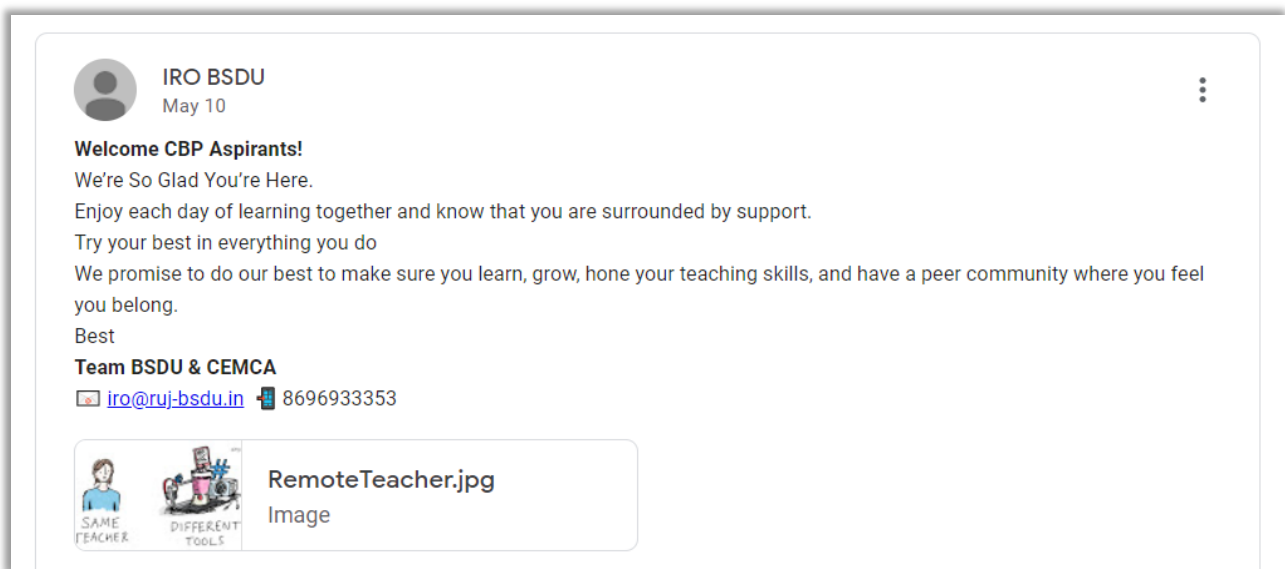
BSDU Google Classroom

As part of the online workshop, organizers provided access to the Google Classroom platform for providing hand-on experience, guidelines, online quizzes, mini-assignments, and practice exercises.

Organizers created a class in the Google Classroom called *1st Batch* and all the participants were enrolled into this course for accessing learning materials and conducting quizzes.



BSDU Google Classroom dashboard

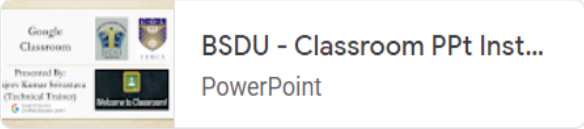


Welcome Note in the Class

Materials for the workshop

Learning materials were uploaded to the Google Class prior to the workshop. These included a User guide which provides an overview of Google Classroom platform and how to use Google Class.


Hi All
Please find the PPT of Todays Session
Thanks



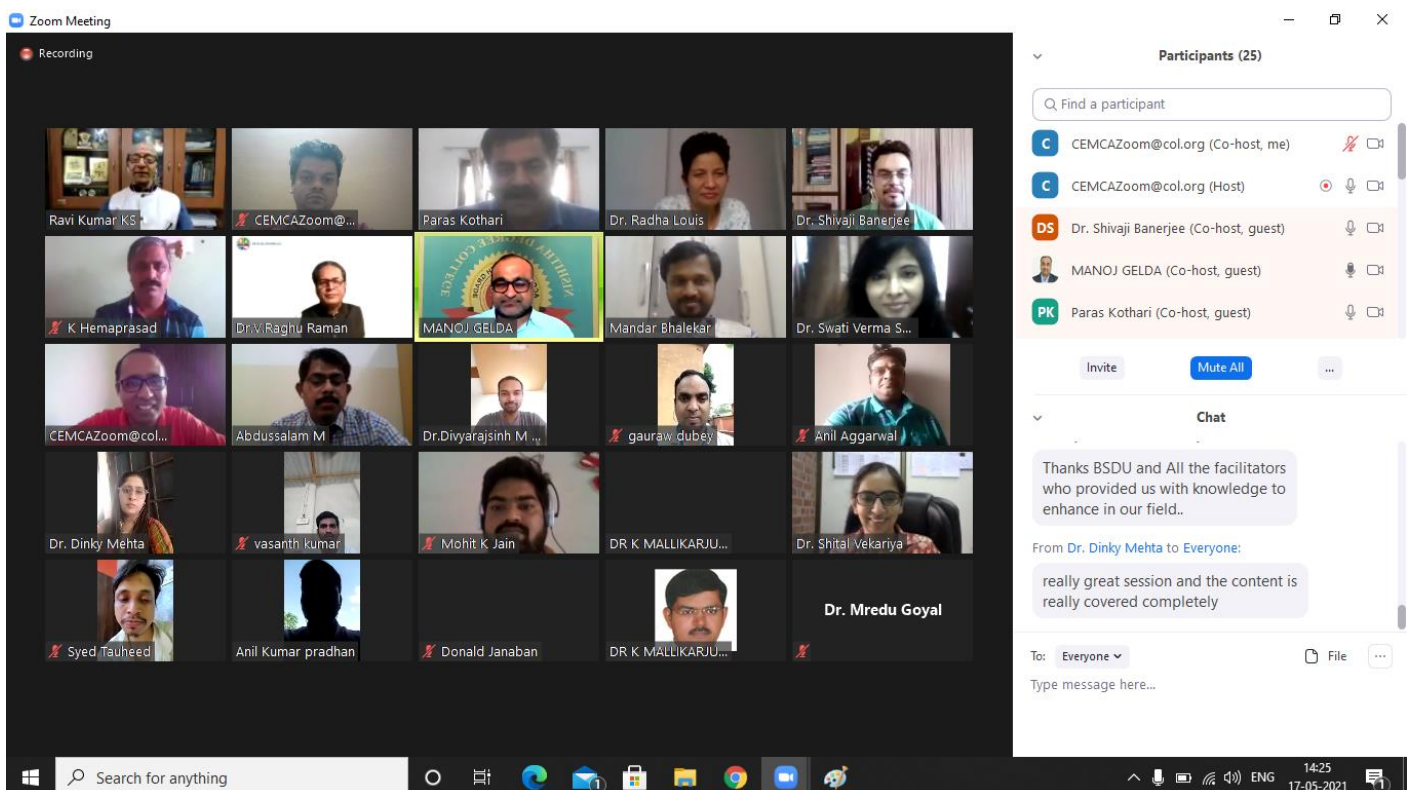
Google Classroom guidelines uploaded to the Google Class platform

Dear Friends ,
It is a pleasure to get connected . I am your Facilitator for today

I shall deal with the Concept of Facilitation , Differences between Lecture Method & Facilitation Method , Communication Techniques in Facilitation and Role of Effective Communication in successful facilitation



Material uploaded to the Google Class platform



Zoom Meeting
Recording

Participants (25)

Find a participant

- CEMCAZoom@col.org (Co-host, me)
- CEMCAZoom@col.org (Host)
- Dr. Shivaji Banerjee (Co-host, guest)
- MANOJ GELDA (Co-host, guest)
- Paras Kothari (Co-host, guest)

Invite Mute All

Chat

Thanks BSDU and All the facilitators who provided us with knowledge to enhance in our field.

From Dr. Dinky Mehta to Everyone:
really great session and the content is really covered completely

To: Everyone
Type message here...

14:25
17-05-2021

Day 1 - EFFECTIVE COMMUNICATION, FACILITATION & TIME MANAGEMENT: May 11th2021

Workshop Schedule

Day 1: 11 May 2021		
Time	Activity	Session details
11:00AM – 11:10AM (IST)	Opening Session	Inaugural session
11:10AM – 01:00PM (IST)	Concept of Facilitation, Application of Facilitation Methodology in Online Platform, Differences between Lecture Method and Facilitation Method, Communicative Interventions applied in Facilitation	Participants gain an overall understanding of the concept and overview related activities
01:00PM – 01:45PM (IST)	Role of Effective Communication in successful Facilitation, Time Management Skill of a Facilitator	Participants learn how to perform effective communication and Time Management
01:45PM – 02:00PM (IST)	Q&A session Assignments	Queries shared and answered Assignments explained

The entire world is going through a highly intense situational crisis. Amidst the virulent Pandemic, the policy makers & administrators are making planned and sustained effort to prevent assemblage of people in a physical setting for preventing COVID 19 infestations. Under such circumstantial adversity, it is an impossible task to organize offline/field training, because the assemblage of people in a physical setting is being considered as highly vulnerable proposition.

In such a critical situation, the Educational Institutions are being circumstantially compelled to engineer a paradigm shift in the mode of delivering the educational inputs. Maximum emphasis is being placed upon E-learning. There is a colossal demand for E-Learning in the present scenario. It is being predicted by the Subject Matter Experts (SME) that with the passage of time, E-Learning will be deemed as the most preferred mode for delivering educational inputs.

In such a scenario, it can be tenably inferred that the Capacity Building program on “Online Teaching, Assessment & Communication Skills” is driven by logical rationale and situational relevance. The program is expected to satisfy the need of a vast number of individuals in the education sector.

It can be assumed that this Capacity Building Program on “Online Teaching, Assessment & Communication Skills” is going to generate prodigious number of E-Learning Experts, who will in turn carry out their valued mission of edifying, enlightening and empowering innumerable students in the online platform.

The screenshot displays a Zoom meeting interface. The main content is a presentation slide titled "INDUCTIVE VS DEDUCTIVE COMMUNICATION / APPROACH IN TRAINING". The slide lists three points:

- A Facilitator applies INDUCTIVE COMMUNICATION / APPROACH in Training
- In the Inductive Approach the entire focus is placed by the Facilitator on the Trainees. For example, Facilitator at first exposes a group of trainees to a challenging situation and allocates certain tasks to the group that has to be performed in the situational framework.
- After the completion of the task, the Facilitator encourages the group members to narrate their experience and ask probing questions to them for eliciting details
- Gradually through continual interaction with the Facilitator, the trainees explore and identify the managerial principles that were embedded in the tasks executed by them within Situational Challenges.

Below this slide, another slide titled "COMMUNICATIVE INTERVENTIONS IN FACILITATION" is visible, with a sub-heading "(A) MOTIVATION:". It lists three points:

- Motivation is an instrumental tool in the kit of a Facilitator
- The Facilitator motivates the trainees to deal with certain artificially designed challenging situations and generate positive outcome like Resource Planning, Formulation of Strategic Action Plan, Problem Solving, Goal Achievement etc.
- After the task gets over, the Facilitator motivates the trainees to portray their experiences of the tasks, interacting with group members, process-planning, teamwork, conflict-resolution goal achievement etc.

Participant video feeds are visible around the presentation, including Purandar Sengupta, Ravi Kumar KS, and Dr V Raghuraman. The Zoom interface shows "REC" (Recording) and "Purandar Sengupta is presenting".

Training Objectives

- To make the participants acquainted with the concept of Facilitation Methodology
- To make the participants conversant with the judicious application of Facilitation Methodology in Online Platform
- To make the participants apprised with the Communicative Interventions in Facilitation
- To enlighten the participants regarding the differentiating factors that distinguishes Facilitation Methodology from conventional Lecture Method
- To make the participants apprised with the parameters of effective communication that can ensure success in Online Facilitation
- To facilitate the participants in making perfect utilization of time during online facilitation.

Facilitation Techniques Deployed (Methodology):

- Participatory discussion
- PPT slide presentation
- Brainstorming
- Thematic expatiation & value addition
- Story telling
- Case analysis

Proceedings of The Training Session:

The Facilitator - Mr. Purandar Sengupta, encouraged the trainees to introduce themselves with special emphasis upon their existing psychosocial competencies.

He motivated the candidates to break the shell of resistance and unleash their hidden potential. Each candidate got motivated and eventually enumerated his /her core competencies. The Facilitator indicated how the psychosocial competencies of each participant can exert deep beneficial impact upon their students.

Then he encouraged the trainees to dish out their basic concepts on Facilitation. Many participants

expressed their concepts regarding Facilitation. The Facilitator established linkage among the different concepts of the different trainees and established a common understanding regarding Facilitation.

Then the Facilitator presented the differences between Lecture method and the Facilitation method. He clarified that Facilitation is the appropriate methodology for dealing with experienced adult learners. The trainees endorsed the view of the Facilitator and ratified that Facilitation is the most effective methodology, that can foster “Experiential Learning”, “Catharsis of internal Resource”, “Collaborative Learning” etc. in a team of adult learners, in an **E-LEARNING PROGRAM**.

Thereafter the Facilitator presented a Slide-Show accompanied with eloquent clarification of the different Communicative Interventions in Facilitation. Emphasis was placed upon Communicative interventions that will prove to be result-oriented, in **Online Training**.

The Facilitator had a detailed discussion with trainees regarding each of the Communicative Interventions with special emphasis upon their impact upon the **students of E-Learning**:

- Story Telling
- Probing
- Para-phrasing
- Active Listening
- Appreciative Inquiry
- ORID MODEL of Conversation

Thereafter, the Facilitator –Mr. Purandar Sengupta clarified the **IMPACT** of effective communication on successful Facilitation in the **E-Learning Platform**. He explained the parameters of Effective Communication, as specified by CUTLIP & CENTER. The participants were encouraged to vent out their valued opinion regarding each of the parameters of Effective Communication.

The Facilitator also delineated the different barriers in a Communication Process. He placed emphasis upon the following:

- Psychological Barrier
- Perceptual Barrier/Inhibitions
- Language Barrier
- Demographic & Geographic Bias.

The Facilitator had an intensive discussion with the trainees regarding the effective strategies for overcoming the aforementioned barriers in Communication Process.

Throughout the Session, the Facilitator made a conscious and sustained effort to ensure the following mechanisms.

- Eliciting the pent-up resource and potential of the Participants
- Seamless interaction between the Facilitators & Participants through relevant dialogues
- The Facilitator continually encouraged the Participants to ventilate their valued opinion on every topic /thematic component.
- The Facilitator inspired the Participants to frame effective stratagems for surmounting impediments
- The Participants were encouraged by the Facilitator to build up strategies for qualitative

enhancement of **Online Facilitation****Learning Output & Outcome:**

OUTPUT	<ul style="list-style-type: none"> • Participants have achieved conceptual clarity on the valued attributes of Facilitation Methodology. • Participants have understood the points of demarcation between conventional lecture method and Facilitation methodology. • Participants have achieved expertise on the Interventions that can be used for Online Facilitation
EXPECTED OUTCOME	<ul style="list-style-type: none"> • It is expected that in near future the Participants will emerge as Effective Facilitators in E-Learning • It is expected that the participants will be capable enough to administer the valued interventions in Online Facilitation • It is expected that the participants will adhere to the parameters of Effective Communication, while executing Online Facilitation.

Evaluation:

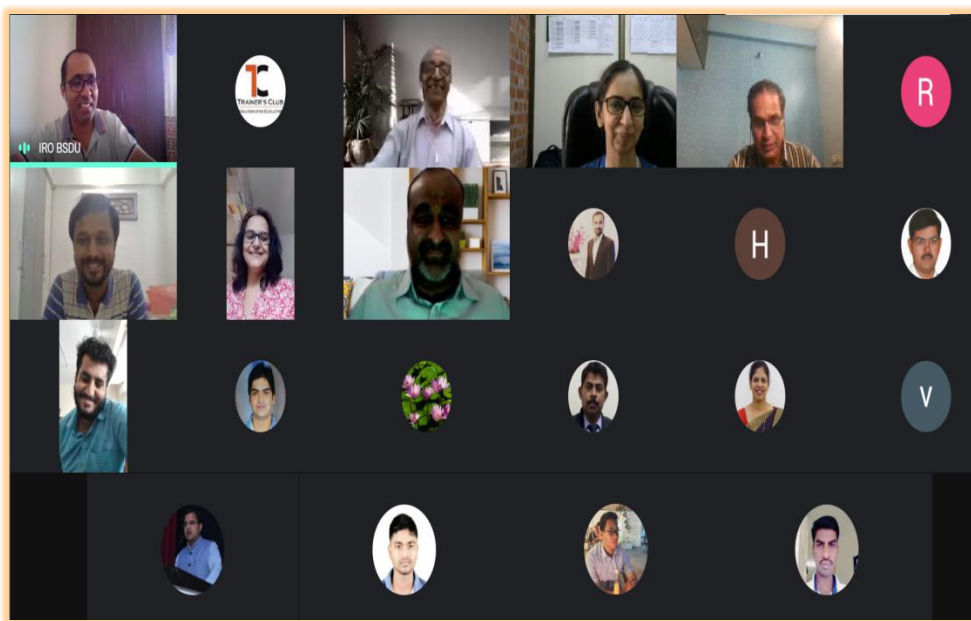
REACTION EVALUATION	The Facilitator has taken into consideration the factors like spontaneity, promptness, readiness to answer a question, motivation to ensure participation in a thematic discussion, vocal enthusiasm etc.
LEARNING EVALUATION	The Facilitator has taken into consideration the factors like ability to comprehend the essence of a theme, retention and recall of technical concepts , ability to elucidate a topic to others , ability to expatiate a concept , adding value to a training process etc .

Day 2 –Hand on and understanding of Google Classroom and Apps

Day 2: 12 May 2021		
Time	Activity	Session Details
11:00AM– 11:10AM(IST)	Opening session	Recapitulation of overview of Google Classroom
11:10AM - 11:35AM(IST)	History, benefits, and features of Google Classroom	Significant PPT presentation and explanation
11:35AM – 12:30PM(IST)	Create or Join Class, Add Co-Teacher and students to that class, create Announcements and Assignments for Students.	Participants learn how to perform experiments through Google classroom and parallelly did the hands on for this
12:30PM – 01:30PM(IST)	Usage of Apps like Drive, Docs, Sheets, Slides, Forms, Sites, etc.	
01:30PM – 01:55PM (IST)	Q&A Session	Queries and observations shared
01:55PM – 02:00PM(IST)	Closing session	

The thrust of the discussion was on “Google Classroom” and “Apps available under GAFE domain”. A PPT presentation on the topic was shown, and the participants actively deliberated on the various issues pertaining to the topic. Some questions were asked to gauge the knowledge and understanding of the participants on the related topics, and to test their ability to apply these topics in their professional context.

Activity was given, to prepare and make Class, add Co-Teacher, Add Students, prepare quiz using Google Forms, Prepare Assignment in Classroom, Check the Grades, Schedule Test, etc..., followed by Question & Answers.



Participants during the session of the second day of the workshop



Mr. Rajeev explaining about the Google Classroom

Training Objectives:

- Facilitate and refresh participants knowledge about Google Classroom.
- Highlight the importance of Google Classroom along with Google apps available under GAFE domain.
- Provide guidelines and Hands on to the participants with scenarios and cases about implementing them to enhance interpersonal skills and improve the quality of teaching peerlessly.

Facilitation Technique used (Methodology):

Besides lectures delivered, based on Power Point Presentations, the trainer used Question and Answers, Case studies, discussions with practical.

Topics/ Modules Covered:

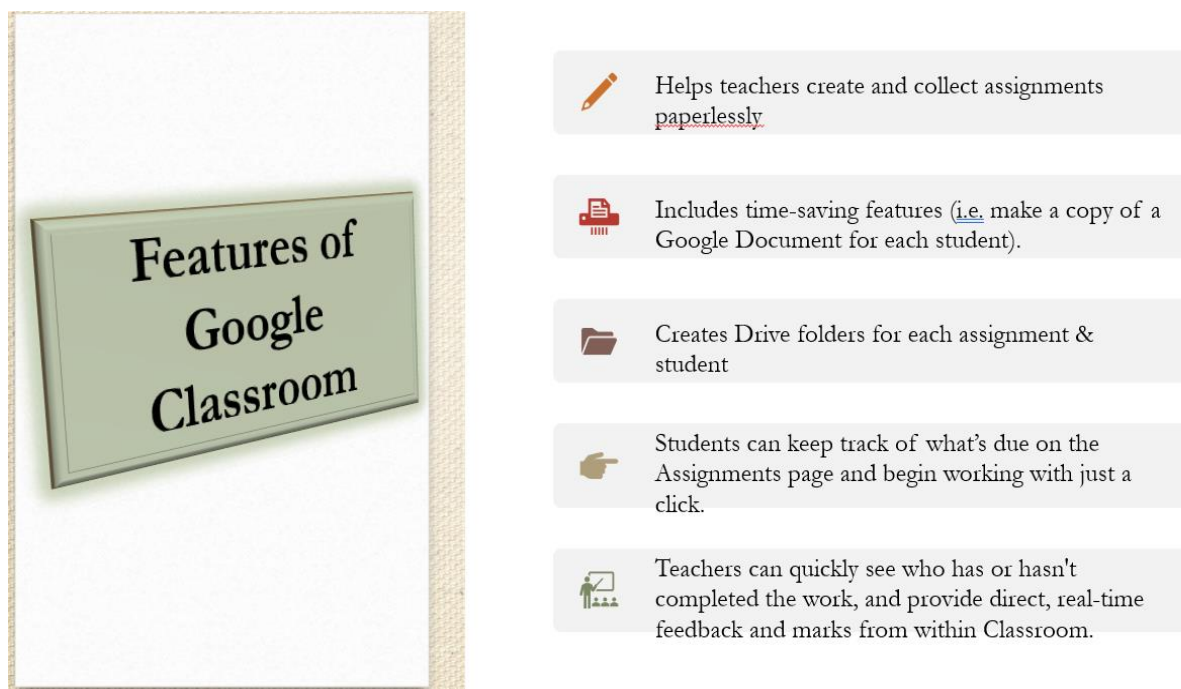
Topic 1	Google Classroom – Definitions, Features and Benefits
Topic 2	Create or Join Class, Add Co-Teacher and students to that class
Topic 3	Time Management, Group Assignment Presentations.
Topic 4	Create Announcements and Assignments for Students.
Topic 5	Effective Presentation Skills.
Topic 6	Usage of Apps like Drive, Docs, Sheets, Slides, Forms, Sites, etc.

Proceedings of Training Session:

The thrust of the discussion was on “Google Classroom” and “Apps available under GAFE

domain”. A PPT presentation on the topic was shown, and the participants actively deliberated on the various issues pertaining to the topic.

Some questions were asked to gauge the knowledge and understanding of the participants on the related topics, and also to test their ability to apply these topics in their professional context. Activity was given, to prepare and make Class, add Co-Teacher, Add Students, prepare quiz using Google Forms, Prepare Assignment in Classroom, Check the Grades, Schedule Test etc followed by Question & Answers



Mr. Rajeev explaining about the Features for Google Classroom

Learning Outcomes:

A system of proper training imparts vital skills needed to keep the participants engaged, motivated, productive, and more committed to their Organization. Through the one-day Capacity Building Program (Google Classroom) it is expected that the participants are more equipped with the latest skills of the Google Classroom and Basic apps available under GAFE (Google Apps for Education) domain and emerge as more effective Online Teaching in their Colleges/Institute/Organization.

They are expected to recognize their strengths better and utilize them in overcoming their weaknesses. The Principals, Administrators and Faculty Members are also more confident about themselves in the context of Google Classroom functionality, Time Management, Stress Management, Usage of Apps like Drive, Docs, Sheets, Slides, Forms, Sites, etc.

Evaluation:

Participants were evaluated based on their interactions and the level of involvement shown during the sessions. Besides the trainer evaluated the participants based on Assignment and one to one interaction to assess their success in enhancement of their skills and capacity building

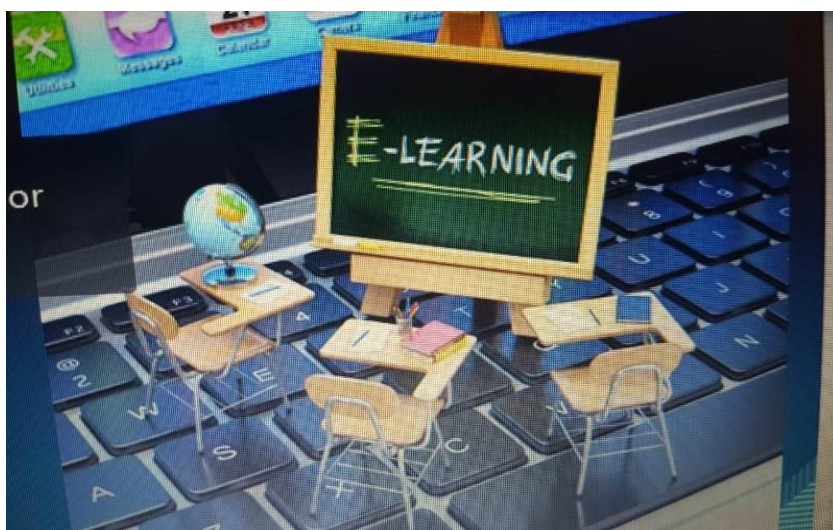
Day 3 – May 14th, 2021

Introduction:



Online education has grown rapidly in recent decades. The COVID 19 pandemic has brought the ubiquity of Online learning to new levels, alongside renewed recognition of the need for high- quality pedagogy. In an uncertain world, educators must be prepared to teach online and potentially shift modalities as needed. While this can be daunting, it helps to remember that online teaching emerges from the same teaching principle that exist in any setting - that good teaching is an act of design. This sense of pedagogical design is fore grounded in the need for careful front end design of online learning spaces.

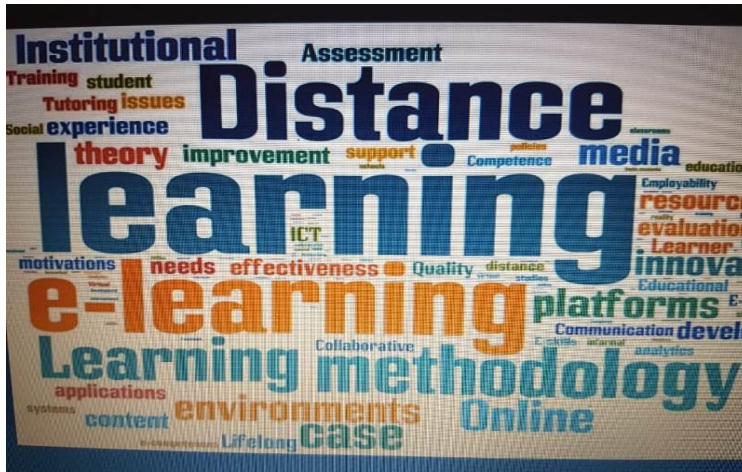
Training Objectives:



- i) To provide broad overview of the modus operandi of Online teaching – tools and techniques, teaching design and curriculum planning.

- ii) To enhance communication skill of participants/faculties to improve communication skills in virtual class rooms.
- iii) To familiarize participants with the latest tools of assessment and evaluation of candidates in an Online set up.
- iv) To foster knowledge of participants on other relevant and diverse issues of the virtual class rooms such as students engagement, motivation, participation, privacy issues etc.

Facilitation Technique used (Methodology)



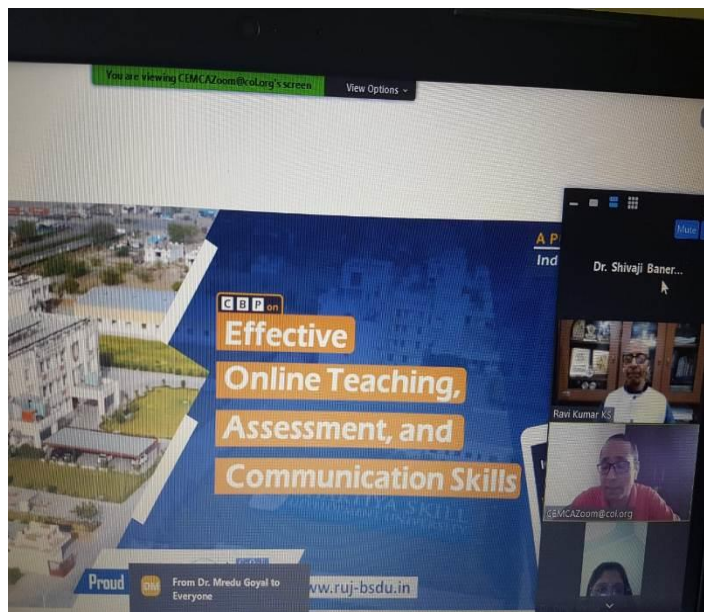
Besides lectures delivered, based on Power Point Presentations, the trainer used Question and Answers, Case studies, discussions, Group Assignments. The multitude of training methodologies was utilized in order to ensure that the participants not only learned all the concepts, but also get the opportunity to practice what they learned.

Topics of Discussion

Effective Online Teaching Assessment & Communication Skills.

Dr. Shivaji Banerjee initiated the proceeding of the session with a brief interaction with the individual participants by mentioning the names, disciplines and the institutions they represent.

The session began with PPT Slides on Planning Online Learning, creating a Digital Mind Set and how Online teaching and learning differs from the traditional Offline mode. The participants were asked to share their experiences and insights on the topics discussed. This was followed by a case study discussion on “Robin Hood” and interaction on the key learning of the case.



TEACHING ONLINE =THE BASICS=



- There is divided opinion as to the fate of the classical mode, it may become obsolete specially in view of the potential of ever increasing power of modern communication technologies and infrastructure thereto.
- There is a dissenting group who advocates the face to face scenario specially for the purpose of scientific subjects requiring practical training.

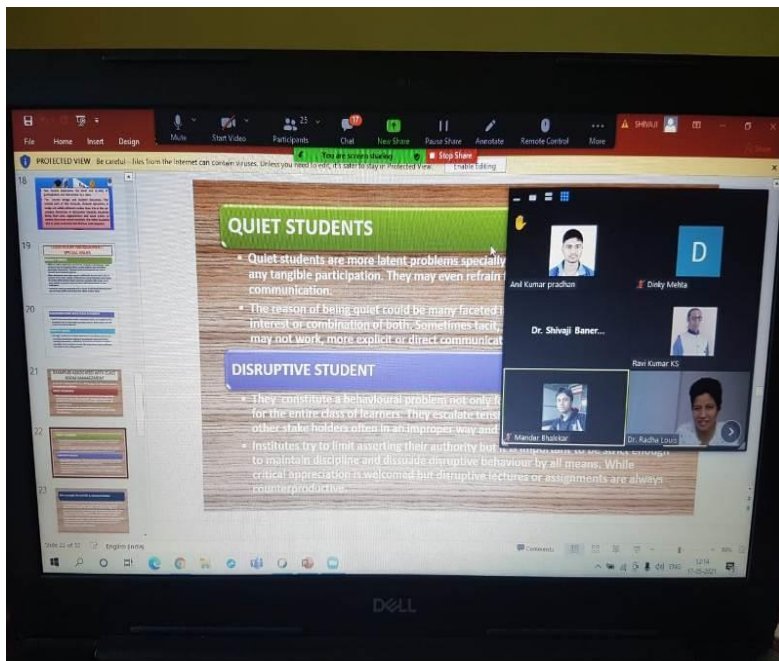
TEN CORE LEARNING PRINCIPLES



Research Scholars have defined ten fundamental and core learning Principles which are relevant and pertinent for Online Learning and education. The salient features are:

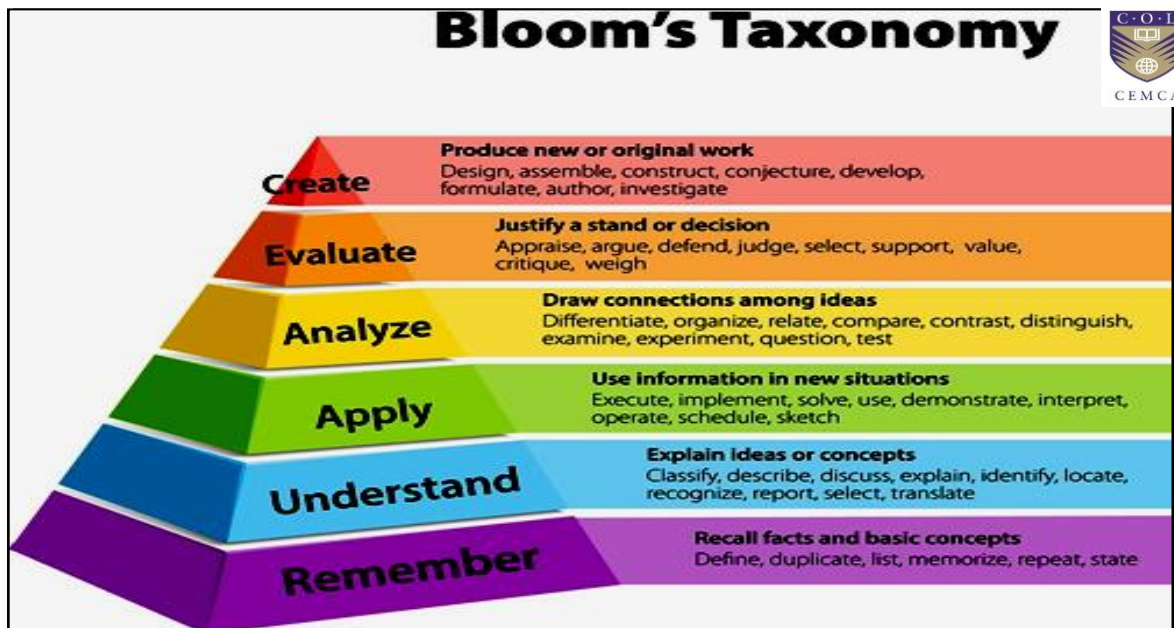
- **Principle 1:** Every structured learning experience has four elements, with the learner at the centre.
- **Principle 2:** Learners bring their own personalized and customized knowledge, skills, and attitudes to the experience.
- **Principle 3:** Faculty mentors are the directors of the learning experience.

Day 4 – May 15th, 2021



ONLINE CURRICULUM DEVELOPMENT

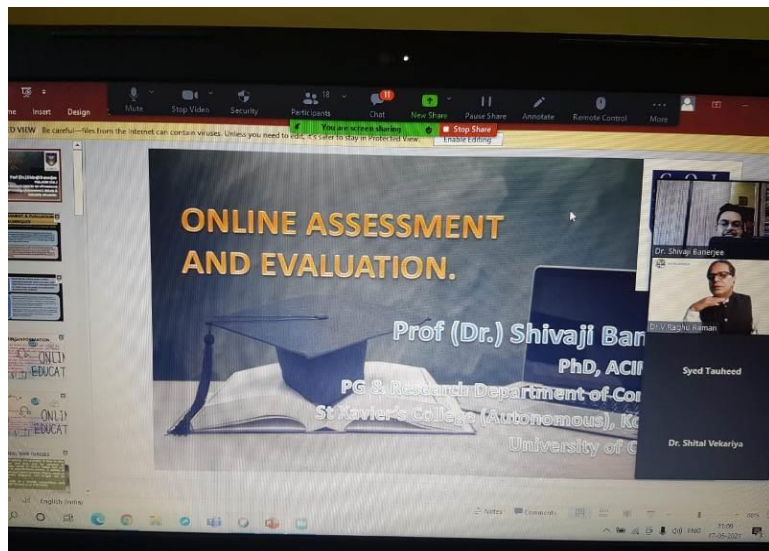
- Curriculum development also termed as instructional design is generally elucidated as central to teaching parameter. It has to be suitably modified from its classical stance to an online mode. It is a de novo concept subject to modifications in view of practical experiences and impediments faced therein.
- Regardless of the specific approach used by an institute certain common steps are applicable to all instructional designs processes.



The PPT Presentation was focused on Student Participation, Engagement and Motivation in the Virtual Class Room. Participants were asked to narrate their experiences and the trainer also highlighted of some of the key issues that are of paramount importance in this context. Questions were asked to gauge the knowledge and understanding of the participants to apply these concepts in the context of their Online Teaching. Participants were asked to get out into the Break Out Rooms assigned to them and make presentations, and engage in discussions based on following topics:

- I) Role of a Teacher in MOOC's
- II) Students Stress in Online Environment.
- III) Future of Research in an Online World.

Day 5 – May 17th, 2021



GRADING INFORMATION

- **GRADES:** These are based on a scale of 100 % basis and are distributed among major assignments, one typical example is given as follows, although the nomenclature may differ in other cases:
 - Participation on a weekly basis: 30 points.
 - Group summary and question based on reading: 10 points for group work, 5 for individual contribution.
 - Short essay paper: 10 points.
 - Proctored exam: 25 points.
 - Final analytic paper or project: 20 points.

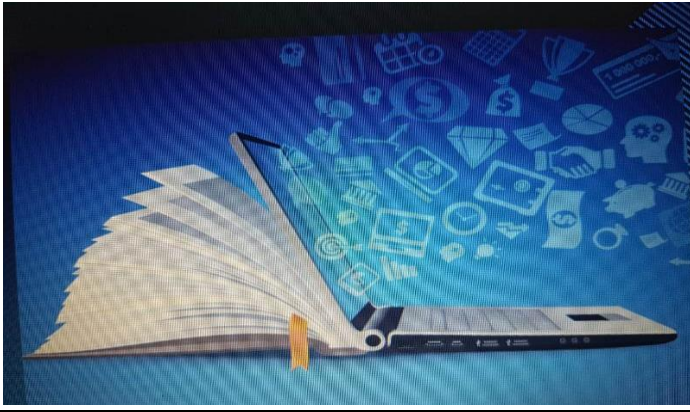
REAL TIME QUIZZES

- Real time quizzes are plausible in face to face classrooms and may also be adopted in synchronous mode in Online mode and not plausible in asynchronous modes. A variety of modes are used which includes Videos, music or other audio, diagrams, and images can be included.
- In the spirit of a friendly competition, such quizzes can be used as an icebreaker.

The topic of discussion was centered around “Online Assessment and Evaluation Techniques”. This was followed by interactions and discussions on the prevailing practices on the same in various institutions and the guidelines of regulatory bodies such as UGC and AICTE on the same topic. Participants were asked to join Break Out Rooms for discussions of the topics “Managing Students Distractions”. The session ended with the summary of the key issues addressed in the CBP over the last five days. A feedback of the

participants were taken at the end followed by a formal vote of thanks by Dr. Rajdeep Deb and Mr. Saurabh Mishra.

Assessment & Evaluation



Participants were evaluated based on their interactions and the level of involvement shown during the sessions. Besides the trainer evaluated the participants based on Group Assignments and one to one interactions to assess their success in enhancement of their skills and capacity building.

Group members made a presentation on the following topics and their performance were assessed based on content, communication and presentation skills.

Participant's Feed Back



The participants expressed their satisfaction with the overall conduct of the Five Day Faculty Development Program. They stated that they found the content useful and also could relate to the topics discussed and examples cited in the context of their professional experience in their colleges. Some of them greatly liked the group assignments and presentations as they became more confident of their skills and abilities. The participants proposed Offline face to face sessions in future to enhance their participation and engagement during the training once the pandemic gets over.

List of Participants and their Performance Summary

No.	Name of teacher/lecturer	Gender	Name of colleges	
1	Anil Kumar Pradhan	M	Government Autonomous College, Phulbani	Very Good
2	Dr V Raghu Raman	M	Mira	Excellent
3	Dr. Divyarajsinh M Zala	M	Atmiya University	Good
4	Dr. Shital P. Vekariya	F	Faculty Of Commerce, The Maharaja Sayajirao University Of Baroda	Very Good
5	Mandar Bhalekar	M	Mit Academy Of Engineering	Very Good
6	Donald D. Janaban	M	Palawan State University	Good
7	Yogesh Raghunath Sonawane	F	Diet School	NA
8	Dr K Mallikarjuna Rao	F	Government City College(A), Hyderabad, Telangana	Excellent
9	Ravi Kumar Ks	F	Rich Trainers' Club	Excellent
10	Dr. Swati Verma Sood	F	Dr.Swati Verma Sood	Excellent
11	Mohit Kumar Jain	M	Vivekananda Global University	Good
12	Hemaprasad K	F	T S Srinivasan Centre For Polytechnic College And Advanced Training	Very Good
13	Dr Ritu Tak	F	Bhartiya Skill Development University	Very Good
14	Dinky Mehta	F	Shri Education	Very good
15	Dr. Arshad Bhat	M	Sher-E-Kashmir University Of Agricultural Sciences & Technology Of Kashmir	NA
16	Vinay Kumar Verma	M	Bhartiya Skill Development University Jaipur	Good
17	Moyya Mahesh	M	Gmr Varalakshmi Foundation Nagaram	NA
18	Abdussalam. M	M	Darulhuda Islamic School. Alain	Good
19	Chepyala Babu	M	Gmr Varalakshmi Foundation	NA
20	Kalagurapranitha	M	Gmr Varalaxmi Foundation	NA
21	Azaruddin Khan	M	Au Skill Academy	Good
22	Syed shahbazut Tauheed	M	Skill India	Good
23	Dr. Satyanarayana Katakam	M	Anits Visakhapatnam	Very Good
24	Dr.Rasika Gumaste	F	Aissmschmct	NA
25	Dr Paras Kothari	M	Faculty Of Management Studies – MLS University	Very Good
26	Gauraw Kumar Dubey	M	Gmr Varalakshmi Foundation Nagaram	NA
27	M.Vasanth Kumar	M	Bharathiar University	Fair
28	Dr. Radha Jerry Louis	F	Neville Wadia Institute Of Management Studies And Research	Very Good
29	Manoj Kumar Gelda	M	Nishitha Degree College	Excellent
30	Sreenu Cherakupalli			NA

Based on Class Participation, Assignment, Presentation and Activities conducted in the Break Out Room. The following is the summary of their overall performance.

Note: The other participants did not actively engage in the Class room assessments as well did not participate in the other modes of evaluation and assessment.

** 22 participants who attended minimum 4 days of training program and submitted all assignments and actively participated during the sessions been awarded “**course completion certificate**”.

Sample Certificate



CERTIFICATE OF PARTICIPATION

This Certificate is Awarded to

Dr. Swati Verma Sood

Trainers Club

For successfully completing the Five day Capacity Building Program (CBP) on “Effective Online Teaching, Assessment & Communication Skills” jointly organized by Bhartiya Skill Development University (BSDU) Jaipur and the Commonwealth Education Media Center for Asia (CEMCA) conducted from 11th to 17th May 2021.

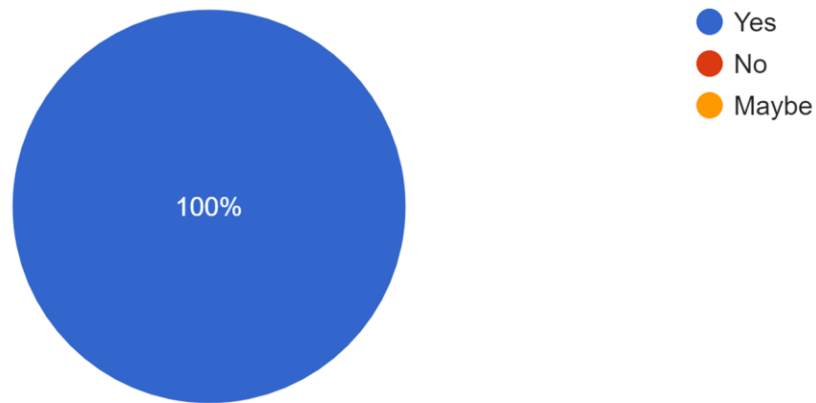
Dr. Rajdeep Deb
Head SES, BSDU Jaipur

Mr. Saurabh Mishra
Programme Officer, CEMCA

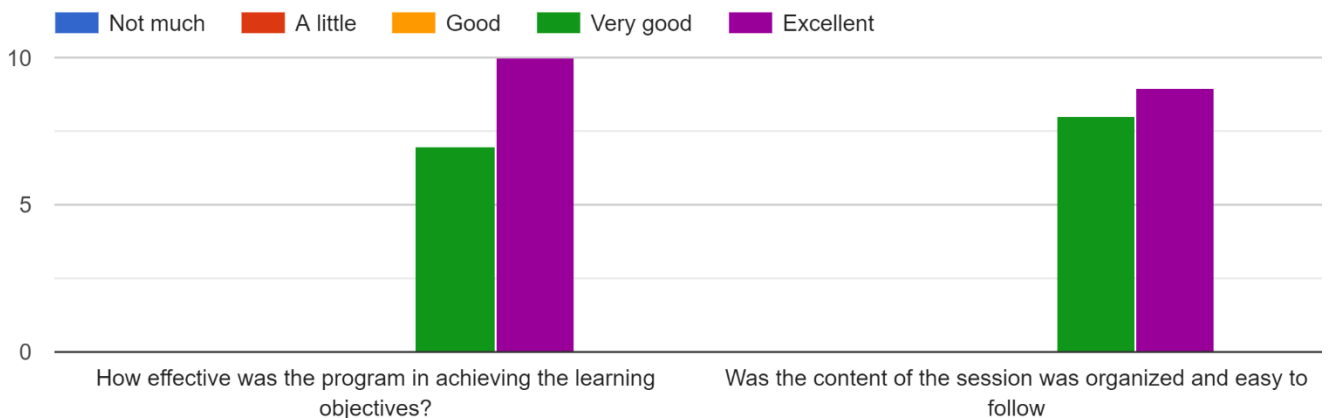
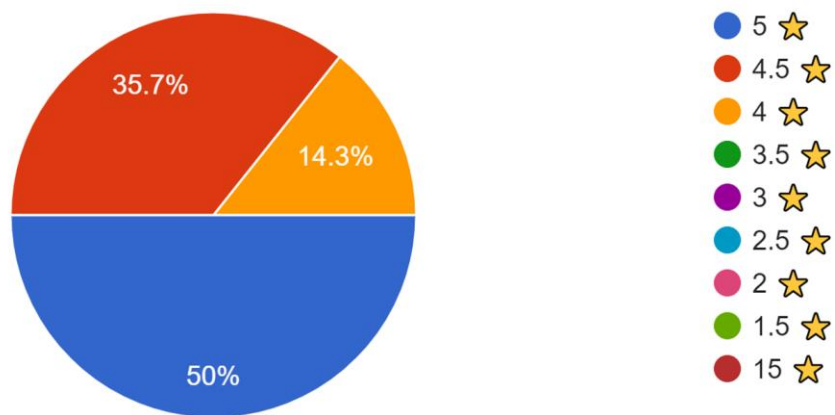
Certificate ID: CBP-2021-016

Feedback and Suggestions

Would you recommend this Capacity Building Program to your colleagues?



How would you rate your overall experience with us?



Do you have any suggestions/comments that will help us make the program better?

- I was fully satisfied with the format and the content of the CBP
- Timings. Please adhere the time duration shares during the form filling, along with keeping the fact in mind that after 2 hours it's hard to keep the session engaging.
- Using bilingual (Hindi and English) would be better to facilitate even the School Teachers and not limiting to College faculties.
- EXCELLENT SESSION, TIMINGS SHOULD BE CHANGED, EITHER 10 TO 1 OR 2 TO 5
- All the sessions are informative
- Time Management .Technical glitches may be avoided. Lengthy interaction can be reduced. This will save the time and focus on contents.
- Before the program,try to send all material in the mail or what's up group.
- Better is always possible and its gradual process.... whatever good is today should be better tomorrow with this philosophy we can improve our existing processes ... Regards
- it was very well managed.
- I must say that there is need of such programs in future too
- online learning tools , OER
- "As per me we can divide the Program in small parts
- Technical topics like Google Apps, MS office or Platform learning etc.
- I am open to support I'm designing"
- Excellent Managements
- EXCELLENT FDP
- No thank you very much for the wonderful session.
- Yes, a per my observation the session are quite interesting but we can add on some topics like Communication skills and Tips to improve them as they are necessary in online class.

News Clips of the CBP

पांच दिवसीय कैपेसिटी बिल्डिंग प्रोग्राम का बी.एस.डी.यू व सेमका संस्था द्वारा आयोजन



हमारा समाचार

निमेटा। जयपुर स्थित भारतीय स्कूल डेवलपमेंट यूनिवर्सिटी व कॉमनवैल्थ एजुकेशन मीडिया सेंटर फॉर एशिया सेमका के संयुक्त तत्वाधान में भारतवर्ष के शिक्षा के क्षेत्र में सरकारी व प्राइवेट संस्थाओं में कार्यरत टीचर्स, प्रोफेसर व फैकल्टी मेंबर्स को ऑनलाइन टीचिंग व असेसमेंट के आधुनिक टूलस से अवगत कराने वह कम्युनिकेशन स्किल में निरंतर सुधार करने हेतु पांच दिवसीय कैपेसिटी बिल्डिंग का ऑनलाइन प्रोग्राम आयोजित किया गया। कार्यक्रम में मंच संचालिका असिस्टेंट प्रोफेसर डॉ मृदु गोयल ने कार्यक्रम की रूपरेखा को जानकारी दी।समारोह के मुख्य

अतिथि बी एस डी यू के प्रेसिडेंट डॉक्टर अचिंत्य चौधरी ने समाज में शिक्षकों की भूमिका को अग्रणीय बताते हुए सभी का उत्साहवर्धन किया।वही समारोह की अति विशिष्ट अतिथि सेमका संस्थान नई दिल्ली की निर्देशिका प्रोफेसर मधु प्रहार ने शिक्षा के बदलते हुए परिदृश्य में ऑनलाइन टीचिंग की महत्ता पर प्रकाश डाला।उद्घाटन समारोह के मुख्य वक्ता यूनिवर्सिटी आफ मैरीलैंड की प्रोफेसर डॉ विना कुमार ने सभी दर्शकों को शिक्षण क्षेत्र में सहायक आधुनिक तकनीक से सभी को रूबरू कराते हुए अपना संबोधन दिया।अंत में बी एस डी यू के ट्रेनिंग एंड प्लेसमेंट ऑफिसर डॉ शोहर कपूर ने सभी का धन्यवाद अर्पण किया।

पांच दिवसीय कैपेसिटी बिल्डिंग प्रोग्राम का बी.एस.डी.यू व सेमका संस्था द्वारा वेबीनार का आयोजन

मरुधर बूलेटिन /निमेटा। जयपुर स्थित भारतीय स्कूल डेवलपमेंट यूनिवर्सिटी व कॉमनवैल्थ एजुकेशन मीडिया सेंटर फॉर एशिया सेमका के संयुक्त तत्वाधान में भारतवर्ष के शिक्षा के क्षेत्र में सरकारी व प्राइवेट संस्थाओं में कार्यरत टीचर्स, प्रोफेसर व फैकल्टी मेंबर्स को ऑनलाइन टीचिंग व असेसमेंट के आधुनिक टूलस से अवगत कराने वह कम्युनिकेशन स्किल में निरंतर सुधार करने हेतु पांच दिवसीय कैपेसिटी बिल्डिंग का ऑनलाइन प्रोग्राम आयोजित किया गया। कार्यक्रम में मंच संचालिका असिस्टेंट प्रोफेसर डॉ मृदु गोयल ने कार्यक्रम की रूपरेखा को जानकारी दी।समारोह के मुख्य अतिथि बी एस डी यू के प्रेसिडेंट डॉक्टर अचिंत्य चौधरी ने समाज में शिक्षकों की भूमिका को अग्रणीय बताते हुए सभी का उत्साहवर्धन किया।वही समारोह की अति विशिष्ट अतिथि सेमका संस्थान नई दिल्ली की निर्देशिका प्रोफेसर मधु प्रहार ने शिक्षा के बदलते हुए परिदृश्य में ऑनलाइन टीचिंग की महत्ता पर प्रकाश डाला।उद्घाटन समारोह के मुख्य वक्ता यूनिवर्सिटी आफ मैरीलैंड की प्रोफेसर डॉ विना कुमार ने सभी दर्शकों को शिक्षण क्षेत्र में सहायक आधुनिक तकनीक से सभी को रूबरू कराते हुए अपना संबोधन दिया।

बी.एस. डी. यू व सेमका संस्था द्वारा कैपेसिटी-बिल्डिंग प्रोग्राम का आयोजन

जयपुर (कमन डेस्क)। जयपुर स्थित भारतीय स्कूल डेवलपमेंट यूनिवर्सिटी (बीएसडीयू) व कॉमनवैल्थ एजुकेशन मीडिया सेंटर फॉर एशिया (सेमका) के संयुक्त तत्वाधान में भारतवर्ष के शिक्षा के क्षेत्र में सरकारी व प्राइवेट संस्थाओं में कार्यरत टीचर्स, प्रोफेसर व फैकल्टी मेंबर्स को ऑनलाइन टीचिंग व असेसमेंट के आधुनिक टूलस से अवगत कराने हेतु पांच दिवसीय कैपेसिटी बिल्डिंग का ऑनलाइन प्रोग्राम आयोजित किया गया। कार्यक्रम की रूपरेखा को जानकारी दी।समारोह के मुख्य अतिथि बीएसडीयू के प्रेसिडेंट डॉ अचिंत्य चौधरी ने समाज में शिक्षकों की भूमिका को अग्रणीय बताते हुए सभी का उत्साहवर्धन किया, वहीं समारोह की अतिविधि अतिथि सेमका संस्था, नई दिल्ली की निर्देशिका प्रोफेसर मधु प्रहार ने शिक्षा के बदलते हुए परिदृश्य व ऑनलाइन टीचिंग की महत्ता पर प्रकाश डाला। उद्घाटन समारोह के मुख्य वक्ता यूनिवर्सिटी आफ मैरीलैंड की प्रोफेसर डॉ विना कुमार ने सभी दर्शकों को शिक्षण क्षेत्र में सहायक आधुनिक तकनीक से सभी को रूबरू कराते हुए अपना संबोधन दिया।

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जयपुर। स्थित भारतीय स्कूल डेवलपमेंट यूनिवर्सिटी (बीएसडीयू) व कॉमनवैल्थ एजुकेशन मीडिया सेंटर फॉर एशिया (सेमका) के संयुक्त तत्वाधान में भारतवर्ष के शिक्षा के क्षेत्र में सरकारी व प्राइवेट संस्थाओं में कार्यरत टीचर्स, प्रोफेसर व फैकल्टी मेंबर्स को ऑनलाइन टीचिंग व असेसमेंट के आधुनिक टूलस से अवगत कराने हेतु पांच दिवसीय कैपेसिटी बिल्डिंग का ऑनलाइन प्रोग्राम आयोजित किया गया। कार्यक्रम की रूपरेखा को जानकारी दी।समारोह के मुख्य अतिथि बीएसडीयू के प्रेसिडेंट डॉ अचिंत्य चौधरी ने समाज में शिक्षकों की भूमिका को अग्रणीय बताते हुए सभी का उत्साहवर्धन किया, वहीं समारोह की अतिविधि अतिथि सेमका संस्था, नई दिल्ली की निर्देशिका प्रोफेसर मधु प्रहार ने शिक्षा के बदलते हुए परिदृश्य व ऑनलाइन टीचिंग की महत्ता पर प्रकाश डाला। उद्घाटन समारोह के मुख्य वक्ता यूनिवर्सिटी आफ मैरीलैंड की प्रोफेसर डॉ विना कुमार ने सभी दर्शकों को शिक्षण क्षेत्र में सहायक आधुनिक तकनीक से सभी को रूबरू कराते हुए अपना संबोधन दिया।

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