

**MAHARISHI MARKANDESHWAR UNIVERSITY**  
**MULLANA-AMBALA, HARYANA (INDIA), 133-207**  
(Established under Section 3 of the UGC Act, 1956)



**Training Report on Short Term Course**  
**“Effective Development of E-Content”**

(Date: 04/01/2016 to 08/01/2016)

MMU conducted a five days short term course on “Effective Development of E-Content” from 04 January 2016 - 08 January 2016 in which 77 faculty members of different institutions participated. This programme orients them on ICT enabled teaching learning. The programme is carefully designed to provide insights on empowering the teachers with required skills and competencies to teach the digital natives.

The Inaugural address was delivered by the Hon'ble Vice-Chancellor Dr. S.G. Damle. He mentioned various methods through which the faculty can deliver the content to the satisfaction of the students. He also highlighted the need for adopting various methods for effective teaching and career development. Dr. Harish Kumar Sharma, Registrar added that the faculty must be aware of the recent developments in terms of teaching and pedagogy like OBE, Blended Learning, Flipped Classroom Practices and Project Based Learning so as to give a promised result to the students and to the expectations of the parents.

The Resource person, Dr. Amit Kumar Bindal, Associate Professor, Computer Science and Engineering, M.M. Engineering College, Mullana (Ambala) started his Lecture with the relevance of the topic and explained many tools used in E-Content development worldwide. He covered the following topics in 5-days short term training program-

**Programme Summary:**

Day	Topic
Day-1	Introduction, Objectives and Characteristics of Online Courses
Day-2	Different online learning resources and e-content tools
Day-3	Writing Learning Objectives for Online Courses
Day-4	Steps to Convert Content to eLearning
Day-5	Designing an e-content for a subject avoiding Plagiarism

The programme came to an end with a valedictory address by the Dean Academic Affairs. He also appreciated the resource team and the participants for their active learning.

**Registrar**

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**Training Report on Short Term Course**  
**"Learning Management System and Various Tools for LMS"**  
(Date: 27/06/2016-01/07/2016)

MMU conducted a five days short term course on "Learning Management System and Various Tools for LMS" from 27/06/2016-01/07/2016 in which 53 faculty members of different institutions participated. This program oriented them on ICT enabled teaching learning. The program has been carefully designed to provide insights on the Learning Management System.

The Inaugural address was delivered by the Hon'ble Vice-Chancellor Dr. S.G. Damle. He highlighted the need for adopting various methods for effective teaching and management.

Dr. Neera Batra, Associate Professor, Computer Science and Engineering, M.M. Engineering College, Mullana (Ambala) delivered the sessions on the need of the Learning Management System and its benefits to our organization. She covered the following topics in 5-days short term training program

**Programme Summary:**

Day	Topic
Day-1	Learning Management System Basics: Functions And Features, Types of Learning Management Systems, eLearning Pros and Cons
Day-2	LMS Deployment: Cloud-Based (SaaS), Self-Hosted, Desktop Application, Mobile Application
Day-3	LMS Customer Types, LMS Licensing Types, LMS Pricing Models
Day-4	LMS Specification Support Types, Key LMS features, How to Select the Best LMS for Your Organization
Day-5	Moodle: Introduction, User Management, Resource Management, Assessment

The program came to an end with a valedictory address by the Dean Academic Affairs. He also appreciated the resource team and the participants for their active learning.

  
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**Training Report on Short Term Course**  
**“Linkstreet: The Next Generation Learning Platform”**  
(Date: 05/08/2016-18/08/2016)

MMU conducted a ten days short term course on “Linkstreet: The Next Generation Learning Platform” from 05/08/2016-18/08/2016 in which 500 faculty members of different institutions participated. This programme orients them on ICT enabled teaching learning. The programme is carefully designed to provide insights on empowering the teachers with required skills and competencies to teach the digital natives.

The Inaugural address was delivered by the Hon'ble Vice-Chancellor Dr. S.G. Damle. He also highlighted the need for adopting ICT based teaching methods.

Expert lectures on the next generation learning platform were given by Dr. Sanjeev Kumar Rana, Professor, Computer Science and Engineering, M.M. Engineering College, Mullana (Ambala). He started his Lecture with the introduction to the next generation learning platform and explained various platforms available worldwide. He covered the following topics in 10-days short term training program-

**Programme Summary:**

Day	Topic
Day-1 and 2	Introduction to Online Teaching Learning Management system, The next generation learning platform requirements
Day-3 and 4	Cloud Based LMS: Introduction to Linkstreet Platform, Key features of Cloud based Linkstreet Platform
Day-5 and 6	Linkstreet Platform: User Management, Resource Management, Documentation Type, Learning Mode: Live virtual, Self-Paced and Blended Mode
Day-7 and 8	Linkstreet Platform: Deliver Model, Transform learning for distributed workforce through cloud, video and mobile based solution
Day-9 and 10	Linkstreet: Ensure better learning outcomes through usage and performance analytics,

  
Registrar  
18/8/16

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**Training Report on Short Term Course**  
**“Creating Online Courses using Open Education Resources”**  
(Date: 26/06/2017-30/06/2017)

MMU conducted a five days short term course on “Creating Online Courses using Open Education Resources” from 26/06/2017-30/06/2017 in which 76 faculty members of different institutions participated. This programme was designed to improve teaching and learning methods in online courses.

The Inaugural address was delivered by the Hon'ble Vice-Chancellor Dr. Victor Gambhir. He mentioned the importance of open source online platforms for quality education and also highlighted the need for web based courses. He also mentioned various programmes run by various foreign institutions in online mode.

The resource person, Dr. Neera Batra, Associate Professor, Computer Science and Engineering, M.M. Engineering College, Mullana (Ambala) covered following topics in this 5-days short term training program

**Programme Summary:**

Day	Topic
Day-1	Introduction to Open Educational Resources, Google Classroom, Google Hangout, MS Team, Zoom
Day-2	Implement Google Classroom into their lessons. Invite/enroll students, post assignments, announcements and create assessments digitally.
Day-3	Track the performance of the students using various online tools .
Day-4	Integrate Google Meet and Google Classroom that will act as a dedicated meeting for classes.
Day-5	Create a thoughtful plan for an online learning experience.

The programme came to an end with a valedictory address by the Dean Academic Affairs. He also appreciated the resource team and the participants for their active learning.

  
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**Training Report on Short Term Course**  
**"Moodle: Open Source Learning Management System"**  
(Date: 08/01/2018-12/01/2018)

MMDU conducted a five days short term course on "Moodle: Open Source Learning Management System" from 08/01/2018-12/01/2018 in which 139 faculty members of different institutions participated. This programme was designed to improve effective teaching and learning.

The Inaugural address was delivered by the Hon'ble Vice-Chancellor Dr. Victor Gambhir. He highlighted the need of ICT based techniques to improve the teaching and learning efficiency. He added a few points to make the courses interactive and emphasized on the importance of communication with the students during classes.

The resource person, Ms. Meghna Rao, Associate Professor, Computer Science and Engineering, M.M. Engineering College, Mullana (Ambala) started the session with importance of E-learning and its management system, she covered following topics in this 5-days short term training program

**Programme Summary:**

Day	Topic
Day-1	Overview of Moodle, Getting Ready for Moodle Installation, Installing Moodle on Local Server and Admin's Dashboard
Day-2	How to create Blocks in Moodle, Categories in Moodle , Courses in Moodle and Users in Moodle
Day-3	User roles in Moodle ,Plugins in Moodle, Teachers Dashboards in Moodle and course Administration in Moodle
Day-4	Uploading and Editing Resources, Forums and Assignments, Question Bank in Moodle and Quiz in Moodle
Day-5	Assignment Grading and Report Generation, Grading Quiz in Moodle and Enroll Students and Communicate

The program came to an end with a valedictory address by the Dean Academic Affairs.

  
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**Training Report on Short Term Course**  
**“Learning Management System (Moodle) for Online Teaching Learning”**  
(Date: 25/06/2018-29/06/2018)

MMDU conducted a five days short term course on “Learning Management System (Moodle) for Online Teaching Learning” from 25/06/2018-29/06/2018 in which 53 faculty members of different institutions participated. This programme was designed to improve effective teaching and learning.

The Inaugural address was delivered by the Hon'ble Vice-Chancellor Dr. Victor Gambhir. He highlighted the need of ICT based techniques to improve the teaching and learning efficiency and also mentioned the importance of student's interaction in online teaching and learning. Dr. Sumit Mittal, Registrar highlighted that recent trends on teaching and learning are necessary to give a promised result to the students and to the expectations of the parents.

The resource person, Dr. Sandeep Goyal, Professor, Computer Science and Engineering, M.M. Engineering College, Mullana (Ambala) started the session with an overview of Moodle and also mentioned the importance of E-content in digital education. He covered following topics in this 5-days short term training program

**Programme Summary:**

Day	Topic
Day-1	Introduction to Moodle, Platform Requirements, Installation & its Administration
Day-2	User Management, Course Management in Moodle
Day-3	Teacher and Students Dashboards in Moodle
Day-4	Resource Management, Forums, Quizzes & Assignments
Day-5	Assessment types and evaluation methodology in Moodle

The program came to an end with a vote of thanks by the Dean Academic Affairs. He congratulated the resource team and appreciated the participants for their active learning.

  
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**Training Report on Short Term Course**  
**“Use of Various Apps for Online Teaching Learning”**  
(Date: 07/01/2019-11/01/2019)

MMDU conducted a five days short term course on “Use of Various Apps for Online Teaching Learning” from 07/01/2019-11/01/2019 in which 165 faculty members of different institutions participated. This programme was designed to provide information on various apps for online teaching and learning.

The Inaugural address was delivered by the Hon'ble Vice-Chancellor Dr. Victor Gambhir. He highlighted the need of online learning and teaching techniques and various online resources such as SWAYAM, and NPTEL available for students. Dr. Sumit Mittal, Registrar also added the importance of online resources and credit system available for online courses.

The resource person, Ms. Gunjan Sethi, Associate Professor, Computer Science and Engineering, M.M. Engineering College, Mullana (Ambala) started the session with an overview of E-content and government initiation. She covered following topics in this 5-days short term training program

**Programme Summary:**

Day	Topic
Day-1	Introduction to Online Teaching Learning Management system
Day-2	Different Website and Mobile Apps for Online Teaching Learning,
Day-3	Website for Online Teaching Learning: NPTEL SWAYAM, Coursera
Day-4	APPs for Online Teaching Learning: DIKSHA, TED, Extramarks, Edmodo
Day-5	APPs for Online Teaching Learning: Google classroom & Hangout, MS Team, Benefits of Using Apps in online Education

The program came to an end with a vote of thanks by the Dean Students welfare.

  
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**Training Report on Short Term Course**  
**“Pedagogical Training for Effective Online Teaching and Learning”**  
(Date:24/06/2019-28/06/2019)

MMDU conducted a five days short term course on “Pedagogical Training for Effective Online Teaching and Learning” from 24/06/2019-28/06/2019 in which 52 faculty members of different institutions participated. This programme was designed to provide pedagogical training for effective online teaching and learning.

The Inaugural address was delivered by the Hon’ble Vice-Chancellor Dr. Victor Gambhir. He highlighted the need of online learning and teaching and also emphasized the student’s interaction and feedback during online teachings. Dr. Sumit Mittal, Registrar also added the importance of quality content in online learning.

The resource person, Prof. Martin Redley, Professor, Computer Science and Engineering, M.M. Engineering College, Mullana (Ambala) started the session with an overview of online education, E-content and assessment strategies. He covered following topics in this 5-days short term training program

**Programme Summary:**

Day	Topic
Day-1	Online Education: An Evolving Paradigm, Assessment strategies
Day-2	Aligning curriculum for NEP, Planning Digital Pedagogies
Day-3	Designing online courses, Delivery modes and platforms
Day-4	Managing Participation, Motivation and engagement, Teaching with cases in virtual platforms
Day-5	Using simulations online, Effective communication in the virtual classroom

The program came to an end with a note of appreciation by the Dean Academic Affairs.

  
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**Training Report on Short Term Course**  
**“Developments of Teachers E-Kit and Moocs in Four Quadrant Format of E-Content”**

(Date: 06/01/2020-10/01/2020)

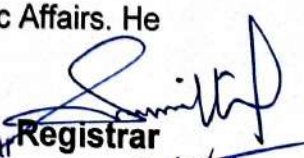
MMDU conducted a five days short term course on “Developments of Teachers E-Kit and Moocs in Four Quadrant Format of E-Content” from 06/01/2020-10/01/2020 in which 439 faculty members of different institutions participated. This programme was designed to provide information of E-resources and Four Quadrant Format of E-Content

The Inaugural address was delivered by the Hon'ble Vice-Chancellor Dr. Victor Gambhir. He highlighted the need for ICT based techniques and also mentioned the online resources available (such as SWAYAM, Coursera and NPTEL). Dr. Sumit Mittal, Registrar also mentioned various initiatives taken by the government to provide quality education to all. The resource person Dr. Kamal Parkash Jindal, Associate Professor, Computer Science and Engineering, M.M. Engineering College, Mullana (Ambala) started the session with overview of Infrastructure required for the preparation of E-Content and assessment strategies. He covered following topics in this 5-days short term training program

**Programme Summary:**

Day	Topic
Day-1	Infrastructure required for the preparation of E-Content
Day-2	QUADRANT-1: How to Prepare e-Tutorial i.e. Video and Audio Content, Simulations, Video Demonstrations, Virtual Labs
Day-3	QUADRANT-2: Preparation of e-Content i.e. digital self learning material, e-Books, illustrations, presentations, Web Resources such as references, Related Links, Open source Content on Internet, Video, research papers and journals
Day-4	QUADRANT-3: Discussion forum for raising of topics and setting up the FAQs, Clarifications on general misconceptions on real time basis
Day-5	QUADRANT-4: Assessment which contain Problems and Solutions, in the form of Multiple Choice Questions, Fill in the blanks, Matching Questions, Short Answer Questions, Long Answer Questions, Quizzes, Assignments and solutions

The program came to an end with a vote of thanks by the Dean Academic Affairs. He conveyed his gratitude to the resource team.

  
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**Training Report on Short Term Course**  
**"Introduction to Microsoft Team as a Tool for Online Teaching"**  
(Date: 07/05/2020-09/05/2020)

MMDU conducted a three days short term course in online mode on "Microsoft Team as a Tool for Online Teaching" from 07/05/2020-09/05/2020 in which 106 faculty members of different institutions participated. This programme was designed to provide information about Microsoft Teams to provide online classes in current situations.


The Inaugural address was delivered by the Hon'ble Pro Vice-Chancellor Dr. Harish Kumar Sharma. He highlighted the need of web based techniques for online teaching and learning, especially in the current situation of COVID-19. Dr. Sumit Mittal, Registrar also mentioned various initiatives being taken by the government to provide quality education in current situation and limitations of online teaching.

The resource person Dr. Rajnesh Kumar Gujral, Professor, Computer Science and Engineering, M.M. Engineering College, Mullana (Ambala) started the session with an overview of E-Content and MS Team application. He covered following topics in this 3-days short term training program

**Programme Summary:**

Day	Topic
Day-1	Introduction to Microsoft Team, Platform Requirements, Installation of MS Teams: Web version, App
Day-2	Microsoft Teams and Channels administration: Creating Channels, Managing channel, Calendar, Chat, Group Chat, Threaded Conversations
Day-3	Scheduling the class/meeting, Sharing of Documents (Doc, PDF, PPT), Microsoft Teams Network Traffic, Assignments/Quiz, Security and Compliance, Planner for tracking tasks and managing work items

The program came to an end with a valedictory address by the Dean Academic Affairs. He proposed a vote of thanks to the resource team and congratulated the participants for their active learning.

  
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