

WORKSHOP on USE OF ICT TOOLS

(MARCH 16th-22th, 2024)

Organized By

Department of Zoology
Gargaon College, Simaluguri
In Collaboration with
IQAC and NCC (Army and Naval Unit),
Gargaon College



Overview

Gargaon College's Department of Zoology, in collaboration with the Internal Quality Assurance Cell (IQAC) and NCC (Army and Naval Unit) organized a workshop on Use of ICT tools from 16th March to 22th March, 2024. Dr. Rina Handique, Vice-Principal, Gargaon College and Head, Department of Zoology, Gargaon College expressed her views on the importance of organizing such workshop for academic upliftment. Such workshop provide a platform for better and deeper understanding of ICT tools in academics and professional upliftment.

The speakers for the events were Dr.Pakiza Begum, Assistant Professor Department of Chemistry, Gargaon College and Ms. Ankika Dutta, Assisstant Professor Department of Economics, Gargaon College. Dr. Pakiza Begum, with one hour talk and hands on taining covers on different topics such as MS Word, Use of Google Classroom and Powerpoint. Ms. Ankika Dutta focused on the topics Excel and Use of Canva.

The classes were very engaging and interactive. The programme end with a lot of positive remarks. Dr.Sabyasachi Mahanta, Principal, Gargaon College and noted academician expressed enthusiasm for arranging such workshop highlighting its relevance in fostering academic enrichment for the students.



Objective of the programme

- To embracing the importance of ICT integration in education, it revolutionises the teaching-learning process, offering interactive experiences.
- Leveraging virtual classrooms, multimedia presentations, and online assessments elevates teaching effectiveness while cultivating digital literacy among students, making education dynamic and responsive to evolving needs.
- Recognising technology as today's essential educational tool, it serves as the medium through which students and teachers experience and interact with the world, emphasising its necessity in every classroom.
- Understanding ICT's role in education involves providing enhanced learning experiences, boosting engagement, promoting collaboration, and tailoring learning to individual needs, thus enriching the teaching-learning journey.

Flyer of the programme



6-DAYS WORKSHOP

ON USE OF ICT TOOLS

ORGANIZED BY

DEPARTMENT OF ZOOLOGY, GARGAON COLLEGE

In association with

IQAC AND 11 ASSAM GIRLS (I) COY NCC AND 49 ASSAM NAVAL UNIT NCC , GARGAON COLLEGE

Grow your ICT skills

KEY LEARNINING POINTS

16/03/24: MS WORD

18/03/24: GOOGLE CLASSROOM

19/03/24: EXCEL

21/03/24: USE OF CANVA 22/03/24: POWERPOINT



1 PM - 2PM MARCH 16-21,2024

VENEUE: DEPARTMENT OF ZOOLOGY

RESOURCE PERSON







Ankika Dutta
Assistant Professor
Department of Economics
Gargaon College



DATE: 16/03/2024 RESOURCE PERSON

Dr. Pakiza Begum
Assistant Professor
Department of Chemistry, Gargaon College

TOPIC TAUGHT: MS Word

11 12 1 10 2 9 3 8 7 6 5

: 1:00 PM-2:30PM

In this session, the participants were introduced to different creating and formating documents, working with templates, document organization and navigation, inserting and editing images, Tables and charts etc. After the session the participants were given hands-on activity on the following skills: creating Word template, formatting, Table of Contents, List of Figures and Tables.

Photograph of the session











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DAY 1:- 16/3 ko 24 - MS WORD.
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1 Alangya Bernah - Zoology 1 Roshmi Borgohain - Zoology
G. Akangkhya Banuah _ Zoology
@ Baratha Buragohain - Botany.
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(13) Sancikha Kalifa — Botary.
14. Pojolisha Borah — Botany
15. Thornali Shukan - Bolany
16. Radharrani Sahu - Zoology
17 Randana Arrandharca - Zoology
17. Amein Gultang - Zoology
VII. / III. VIII.



19. Tulumoni Borgohain - zoology (and Sem)
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22 Juni Dumarah - Zoology (2nd sem)
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29) Sitisum Rahman - Botany (2nd sem)
30) Abhishek Mohan - Zoology (2nd sem)
31) Shikharjit Baruah - Loology (2 nd Sem)
32) Nelabh Kaushik Kanwar - xoology (2nd Sim)
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- 52) Krishnakhi Bharali - Zoology (2nd som)	
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- 54) Rani Borah - Geography (2nd sem) - 55) Karishma Baruah ((Education / 2nd	sem)
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- 57) Pompy Phukon (200logy, 6th Sem)	
- 58) Penishnee Bonnah (200 logy, 6th sm)	
- 59) Pratikshya Chetia (Zoology, 6th som)	
- 60) Marshi Subba (Zoology, 4th Som)	
- 60 Gayalri Arandhara (Zoology 4th Sem)	
-63) Anamika Grogoi (Zoology, 4th sem)	- 1 · · · ·
-63/ Anneksha Pator (Zoology, 4th Sem)	
- 64 Muskan Rohman (Zeology, 4th Sem.)	
68) Sudishya Mordha (Loulogy, 400 sem)	
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- 70) Sneha Borah (Pol. Science, Rnd Semi)	****
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DATE: 18/03/2024 RESOURCE PERSON

Dr. Pakiza Begum
Assistant Professor
Department of Chemistry, Gargaon College

TOPIC TAUGHT: USE OF GOOGLE CLASSROOM

11 12 1 9 3 8 4 7 6 5

: 3:00 PM-4:30PM

The speakers delivered the benefits of using Google classroom such as share resources like documents, class videos, weblinks; class announcements, assignments created in the classroom can be set with due dates that are visible to teachers and students. Assign students with bank docs that students can filled it. Students can turn in assignments

Photograph of the session











List of Students Participation Dete: 18.03, 24 ICT Tools workshop Use of Google Classroom Assistant Profesor Department of Chemistry Gargaon College During the lectures, The topics covered Benefits of using Google Classroom Geogle classroom individual students customize assignments for Nows leacher can give assignment to specific Students or group of students the assignments also enecured by D. Lucky Bailung (4th Sem) - Bolany Chetia (44 Sen) - Political Science Lydiehra Konwar _ Sociology (44 Sem) Himashree Buragahain - Geodogy (4th Sem) Phichlad Gegei - Zoology (6 K Sin) 6 Girlashree Jamuli - Zoology (4th sem) Ananya Konwan Suniumala Mitcha - 300 logy (4th sem Gestanjoh Teli - Zoology (4th sem)

Budeshya Mindha - Zoology (4th sem)

Anamika Grogos

(13) Bondana Arrandharra - Zoology (2nd sem)

- Zoology (2nd Sem) - Zoology (2nd Sem)

(4) Teati Cafai

13) Bristi Rani Gogo

(17) Tanishka Dey (17) Amuin Sultano



List of Students Participation 19. Tulumoni Bongohain (Zoology) (2nd sem) 20. Radharrani Sahu (Zoology) (2nd Sem)
21. Triyakshi Yogoi (Zoology) (2nd Sem)
22. Shikha chutia (Zoology) 1th sem
23. Luna Borah (Zoology) 4th sem
24. Muskan Rahman (Zoology) 4th Sem 25 Anneksha Pator (Zoology) 4th Sum. 26. Akangkhya Barwah (Zoology) 6th Bem 27. Jenishmila Saikin (Botany) 6th Sim. Gayatri Gogoi (Oolany) 6th Sun 29. Surphoset Taye (Dolony) 6th Bun (Rotany) 6th bim (Bolany) 32. Mintu Bernagahain 33 Nilabh Koushik Koncor (Zoology) 2 and Sem 34. Hritik Raj Grogoi (Zoology) 35. Elimon Bailung (Zeology) 4th Sem 36/ koustor kalita (Zoology) 4th sem 38) Darchana Konesure (Botany) 4th som (Ar. Murog Robins (Dr. PINILY LANGTHASA)



DATE: 19/03/2024 RESOURCE PERSON

Ms. Ankika Dutta Assisstant Professor Department of Economics, Gargaon College

TOPIC TAUGHT: USE OF MS EXEL

: 2:00 PM-3:30PM

Topics covered during the session were Data entry, Data management, Charting and graphing, Performing Calculations, Data Analysis and Interpretation, Reporting and Visualizations, Calendars and Schedules and Automating Repetitive Tasks etc.

Photograph of the session











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Moinee Sensua	Botany
Bristi Rani Gogoi	Zoology
Tina Konyak	Sociology
Miss Nishita Pator	Zoology
Moyurakhi phukan	Zoology
Krishnakhi Bharali	Zoology
Roshmi Borgohain	Zoology Department
Muskan Rohman	Zoology
Puja singh	Zoology
Rinee Arandhara	Zoology
Sudeshya mirdha	Zoology
Nilabh koushik konwar	Zoology
Shekharjit Boruah	Zoology
Jublee handique	Botany
Nikita phukon	Zoology
Bidisha borah	Botany



Samikha Kalita	Botany
Rani borah	Geography
Karishma Baruah	Education
Pratikshya Chetia	Zoology
Juri duwarah	Zoology
Modhumita Nath	Education
Juktamukhi Mahanta	Zoology
Juktamukhi Mahanta	Zoology
Ashoraphul Alam Hussain	Chemistry
Ankita mout	Zoology
Pompy Phukon	Zoology department
Pallabi Chutia	Zoology
Tulika Chetia	
Rani borah	Geography
Nikita Konwar	Sociology
Priya Devi	Education
Sneha borah	Political science
Priyanka rajkumari	Sociology



DATE: 21/03/2024 RESOURCE PERSON

Ms. Ankika Dutta Assisstant Professor Department of Economics, Gargaon College

TOPIC TAUGHT: USE OF CANVA

: 10:00 AM-11:00AM

Canva is an easy-to-use design platform that allows you to create a variety of graphics. With Canva for Education, it can create the most engaging lessons and run activities for students in-class or online. Topics covered during the session were Preparation of CV using templates, preparation of powerpoint presentations, Preparations of Project report, insertion of images etc

Photograph of the session











List of Students Participation Date: 21.03, 2024 USE OF ICT TOOLS Day 3: - USE OF CANVA Speaker: Hs. Ankila Dutta Assistant Professor. 2. Preparation templates Signature of Teacher's 3). Dr. Arurag Protim Das students & Somester/Depti Signature Nome 2nd Sem (Zoology) 1. Bandana Arcandharca B. Arcandharco and Sem (Zoology) 2. Amin Sultana 2nd Sem (Zoology) 3. Radharami Sahu Radharani Saku Iulumoni Bongohain Julumoni Bongshall Ankida Gogoi (Bo Jany Ankita gogo 7. Lucky Rajkumari 8. Sahrina Hagus Sobrena Mayor 9. Gitashrue Gugoi 10 ' Manshi Ju



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17. Bristi Rani Jogoi	2nd sem (Zoology)	Bristi Romi Gogoi
18. Jeshi Gogoi	and sem (zoology)	Jushi Gagai
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38. Bakhistha Chetia	6th Sem (Botony)	Philip
29. Bristi Chilia	6th sem (Zoology)	Brish Chilia
30. Rinee Arandhara	6th sem (Zoology)	Rive Arandhara
31. Nikita Phykon	6th Sem (xoology)	Nikita
32. Tanaya Phukan	4th Sem (Economics)	Tanaya Phukan
33. Arkita Goysi	4th Sem (Economics)	Ankita
34. Tanishka Dey	2nd rem (Zoology)	Tanishka
35. Suhana Hurain	2nd Sem (Botani	() Suhana
36. Lakhipriya Grogoj	2nd Sem (Botany) 2nd Sem. (Botany) 4th Sem (Assam	Labbipaya 21e) Munmun
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DATE: 22/03/2024 RESOURCE PERSON

Dr. Pakiza Begum Assistant Professor Department of Chemistry, Gargaon College

TOPIC TAUGHT: USE OF POWERPINT

: 2:00 PM-3:00PM

PowerPoint is well utilized to create a slideshow of valuable information through charts, and images for a presentation. It practiced school presentations. It is an absolute presentation graphics package that gives everything needed to create a professional-looking presentation. the topics covered during the session were the projection of color, images, and video for the visual mode; sound and music for the auditory mode; text and writing prompts for the reading/writing mode; and interactive slides that ask students to do something.



USE OF 1CT TOOLS	22/3/224
DAY : 5 - 0	
DAY: 5 - POWER POINT. SPEAKER:- Dr. Pakiza Begum, Assistant Professor of Chemistry, Gargaon College. Signatures of feacher's	
Dr. Pakita Begum Aid + 0 0	
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