MIER College of Education (Autonomous) Accredited by the NAAC with 'A+' Grade	Monthly Report of Centre for Educational Technology	QF No.: 098C Revision: Month: January, 2024

1. Details of Class taken / Extension Lecture / Orientation / Workshop / Training Programmes Conducted

S. No.	Date	Activities Conducted	Topic	Resource Person	Target Group	Remarks
Class taken: Topics covered						
1.	1st To 31st January, 2024	• Computer ethics, Function and Purpose of wired and wireless networks.	ICT and Digital skills- UG-103	Sachin Prabhakar	BA-Pol Science. Sem-1	-
2.	23rd,24th,25th, 29th January, 2024	• Four Days Workshop on Digital Learning for Access Students	Introduction to AI, Introduction to Canva, Picxart, andQuillbot.	Sachin Prabhakar	Students enrolled in Access Programme	-

Objective Evidence in MIERPICS Folder___
https://drive.google.com/drive/folders/1l0c8Ttrgs9u1a841LGep12tu9slwXvWG?usp=drive_link
ERP Updation Detail
Radical Logix:
The following issues were resolved in ERP:

Item Description	Date of Updation	Remarks
1. Added UPI and online payment in income folder of ERP. 2. Completed Tabulation report for B.Ed.(Spl). 3. Resolved issues related to grades given on the second page of the Report Card. 4 Resolved issues related to separate results (e.g. RE in 203B, Pass in Internship) for Theory and Internship in Summary Table in case of all semesters of B.Ed. & B.Ed. Spl. 5. Resolved issues related to list of Programmes and the status of Report Card delivery.	1st to 31st Jan,2024	-

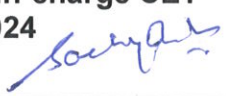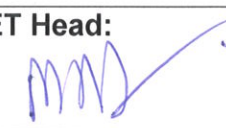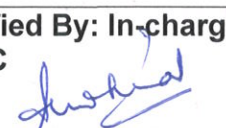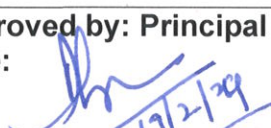|		
6. Included Sessions in Fee Defaulters List and scholarship module as it was showing scholarship as monthly discount instead of yearly discount 7. Resolved issues related to library management regarding adding of patrons. 8. Resolved issues related to course-wise fee collection. 9. Resolved issues related to access to add a new book in the Library Module. 10. Resolved issues related to ~~issues related to~~ fee analysis reports. 11. Resolved issues related to Library Module Circulation Report (P.G. Library was missing). 12. Resolved issues related to Fine details in Library module as they were not coming properly. 13. Resolved issues related to library module as Librarians were unable to download Acquisition details and were unable to save the book's acquisition. 14. Resolved issues related to error in the tabulation report of M.Ed 2nd sem. as SGPA did not match the Report card. 15. Format (Image) of the Diploma provided to Radical Logix, students passing the Diploma in Guidance and Counselling and included the QR Code and the rest of the information needed to be fetched from students ' records of Sessions 2021-22 & 2022-23. 16. Resolved issues related to Provisional Certificate (CGPA) 17. Resolved issues related to. Provisional Certificate (Theory & Internship). 18. Resolved issues related to Migration Certificate. 19. Concession to Ms. Chavi Padha admission no. MCE 2201025 on ERP as approved by the Principal. 20. Resolved issues related to Re-evaluation and Re-appear cases. 21. Provided provision for online fee payment through the app for all documents/exams and miscellaneous module of ERP. 22. Resolved issues related to Student attendance not appearing in mobile app.		

2. Maintenance / Upgradation Details

S. No.	Name of Activity	Date of Updation	Remarks
1.	Repaired landline telephone instrument at Ext. No-206., 262, 212, 262, PNT lines by Mr. Sanjay Vishwakarma.	6,20/01/2024	-

3. Technical Services / Support Provided

S. No.	Date	Area	Occasion / Problem	Remarks
1.	09/01/2024		Computer setting of Mr. Chhottu Ram after repair.	-
2.	11/01/2024	ICT & AV Support	Projector of M.Ed. Conference room replaced and installed at M.Ed. Hall.	-
3.	12/01/2024		ICT support at M.Ed. Hall for 'National Youth Day Inter–Departmental Essay Writing Competition'.	-
4.	15/01 to 19/01/2024		ICT support at auditorium for workshop on Life-Skill Training and Academic Skills Development by Mr. Sumit Dutta.	-
5.	23/01/2024		ICT support at Conference hall for M.Ed. Student orientation.	-
6.	24/01/2024		ICT support for orientation N/List by Librarians for B.Ed. and B.Ed.(Spl), 1st year students.	-
7.	24/01/2024		ICT support for workshop on POSCO Act in collaboration with Sakshi NGO.	-
8.	25/01/2024		ICT support at auditorium for Republic Day Celebration for Co-curricular committee of MIER College (Folk Dance Competition).	-
8.	31/01/2024		ICT support at auditorium for Promotional event for 12th class students of Model Academy School.	-

Additions in Equipment if any: Nil
Any Other: NIL

Prepared by: In-charge CET Date: 12/02/2024	CET Head:	Verified By: In-charge, IQAC	Approved by: Principal Date: