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|  <p>MIER College of Education (Autonomous) Accredited by the NAAC with 'A+' Grade</p> | <p align="center">Monthly Report of Centre for Educational Technology</p> | <p>QF No.: 098C Revision: Month: July 2022</p> |
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1. Details of Extension Lecture / Orientation / Workshop / Training Programmes Conducted / MOODLE

| S. No. | Date | Activities Conducted | Topic | Resource Person | Target Group | Remarks |
|--------|--------------|--|---|-------------------|-----------------------|---------|
| 1. | 1 To 31 July | Modules covered:No: 3, 4 Assignments conducted: 3 Quiz organized: 1 Test assigned: 1 Discussion forums: 2 Module Feedbacks: 2 | Educational Technology, Unit-3 & 4 | Dr. Mool Raj | M.Ed.-SEM-IV | - |
| 2. | 1 To 31 July | Modules covered:No: 2 Assignment conducted: 1 Quiz organized: 1 Tests assigned: 2 Discussion forums: 3 Module Feedback: 1 | Science Curriculum, Unit-2 | Dr. Nishita Rana | M.Ed.-SEM-II | - |
| 3. | 1 To 31 July | Module covered:No: 3 Assignment conducted: 1 Quiz organized: 1 Test assigned: 1 Discussion forum: 1 Module Feedback: 1 | Curriculum Development & evaluation, Unit-3 | Dr. Bindu Dua | M.Ed. & MA- SEM-IV | - |
| 4. | 1 To 31 July | Module covered:No: 4 Assignment conducted: 1 Quiz organized: 1 Test assigned: 0 Discussion forum: 1 | Educational/School Management, Unit-4 | Dr. Bharti Tandon | M.Ed. & MA- SEM-IV | - |

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| | | Module Feedback: 1 | | | | |
| 5. | 1 To 31 July | Module covered No: 3 Assignment conducted: 1 Quiz organized: 1 Test assigned: 1 Discussion forums: 2 Module Feedback: 1 | Educational Administration-Problems & Solutions, Unit-3 | Dr. Sayka Bano | M.Ed. & MA-SEM-IV | - |
| 6. | 1 To 31 July | Modules covered No: 3, 4 Assignments conducted: 3 Quizzes organized: 3 Test assigned: 0 Discussion forums: 3 Module Feedbacks: 3 | 1. Teaching & Learning process, Unit-3.3 2. Overview of assessment & school system, Unit-4 | Dr. Rohinika Sharma | B.Ed.-Spl. -SEM-II | - |
| 7. | 1 To 31 July | Module covered No: 3 Assignments conducted: 2 Quizzes organized: 2 Test assigned: 1 Discussion forums: 3 Module Feedback: 1 | Pedagogy of Science, Unit-3 | Dr. Monika Bajaj | B.Ed.-SEM-II | - |
| 8. | 1 To 31 July | Modules covered No: 1, 2, 3, 4 Assignments conducted: 4 Quizzes organized: 4 Tests assigned: 2 Discussion forums: 6 Module Feedbacks: 4 | Pedagogy of English Unit- 1, 2, 3, 4 | Dr. Reeta Dwivedi | B.Ed.-SEM-II | - |
| 9. | 1 To 31 July | Modules covered No: 1, 2, 3 Assignments conducted: 4 Quizzes organized: 3 Tests assigned: 3 Discussion forums: 4 Module Feedbacks: 3 | 1. Introduction to ICT 2. Internet 3. Introduction to online Office software Unit- 1, 2, 3 | Ms. Rohini Sharma | B.Ed.-SEM-II, Section-A | - |

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| 10. | 15,18/07/2022 | How to check attendance, pay fee online from web version- mier.instituteoncloud.com and app, internal communication? | Hands on Session training on ERP | Dr. Mool Raj | M.Ed.-Sem-IV and M.Ed. Sem II Students | - |
| 11. | 12,13/07/2022 | Created G-suite login Hands on session training provided on ERP (for student attendance, internal marks entry, Google classroom and reports), teach next classroom | College ICT technologies | Dr. Mool Raj & Mr. Rajan Slathia | New UG Staff- Ms. Jyoti Sharma | - |
| 12. | 29/07/2022 | How to verify marks in ERP? | Hands on Session training on Examination module | Mr. Rajan Slathia | Mrs. Poonam Soni | - |

Objective Evidence in MIERPICS Folder <https://miercollege.moodlecloud.com/login/index.php>,
<https://drive.google.com/drive/folders/1mP9QdimgNOTOVfdOG70qJqX6Sn33qbva?usp=sharing>

2. Website & Academia ERP Updation Detail

a. Academia ERP/ Camu ERP/Sonet ERP

| S. No. | Item Description | Date of Updation | Remarks |
|------------------|--|---|---------|
| Finance | | | |
| 1. | Student eligibility and merit basis concession applied as per desired students and day book report, miscellaneous payment and other report issues resolved | 01,02,04,05,13,14,15 & 18 To 30/07/2022 | - |
| Admission | | | |
| 2. | Admission reports, filters, document verification, registration management, student ID generated and other issues resolved | 01,02,07,08,12, 27,29,30/07/2022 | - |

| Examination | | | |
|--------------------|--|--|---|
| 3. | TR report generation, result declaration, massive result TR verification, marksheet reports corrections, internal marks updation, verification & proceeding and corrections resolved for B.Ed., B.Ed.-SPL & M.Ed.-SEM-II | 02,07,08,12,13,14,19,20,21,25,26,27,28/07/2022 | - |
| 4. | Internal Marks verified with Dr. Bindu & Dr. Monika for BA, MA, M.Ed., B.Ed. & B.Ed.-Spl. | 27,28,29/07/2022 | - |

3. Maintenance / Upgradation Details



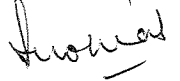

| S. No. | Name of Activity | Date of Updation | Remarks |
|--------|--|---|---------|
| 1. | Hardware maintenance to all UG and PG classrooms and CET Centre for smooth function of all ICT instruments (by Mr. Sanjay Vishwakarma) | Full Month | - |
| 2. | ICT Hardware maintenance in Model Academy school (by Mr. Sanjay Vishwakarma) | 01,04/07/2022 | - |
| 3. | Tested IPS LCD panel for Model Academy school | 16/07/2022 | - |
| 4. | Repaired landline telephone instrument at Ext. No- 212, 227, 206, 216, 243, 256, 214, 243, 237, 257 (by Mr. Sanjay Vishwakarma) | 04,05,08,12,16,20,21,22,25,26,28,29/07/2022 | - |

4. Technical Services / Support Provided

| S. No. | Date | Area | Occasion / Problem | Remarks |
|--------|---------------|----------------|--|---------|
| 1. | Full Month | Teaching | Class taken of B.Ed.-SEM-II, section-B for subject-BDE-204-ICT in Education (Theory) | - |
| 2. | 07,08/07/2022 | Wi-Fi | Issues resolved of B.Ed. & B.Ed.-Spl.-SEM-II & IV students | - |
| 3. | 14,15/07/2022 | Examination | Quiz and internal paper prepared and sent to Dr. Monika for B.Ed.-SEM-II students | - |
| 4. | 12/07/2022 | Online Meeting | ICT supported in committee room on Alumni meeting | - |

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| 5. | 18/07/2022 | Audio-Video | B.Ed.-Spl. Program in auditorium | - |
| 6. | 22/07/2022 | | Mr. Vikrant Mahajan Program for Model Academy school | - |
| 7. | 28/07/2022 | | B.Ed. program in auditorium | - |
| 8. | 30/07/2022 | | Model Academy school Teacher training's program in M.Ed. Hall | - |
| 9. | 20,21/07/2022 | ICT Hardware | Updated and provided ICT equipment list to Mr. BL Bhat for external peer verification | - |

Additions in Equipment if any:**5. Any Other:** NIL

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| Prepared by: In-charge CET Date: 20/08/2022  | CET Head:  | Verified By: In-charge, IQAC  | Approved by: Principal Date:  29/8/2022 |
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