	MIER College of Education (Autonomous) Accredited by the NAAC with 'A+' Grade	Monthly Report of Centre for Educational Technology	QF No.: QF-098C Revision: Month: June 2020

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

S. No.	Date	Activities Conducted	Topic	Resource Person	Target Group	Remarks
1	10/06/2020	1. Books Category 2. Books Uploading, 3. Book issue 4. Books return 5. Books reports	Library module training of Camu-ERP on Zoom Meetings	Camu ERP Representative and Mr. Rajan Slathia	UG-Mr. Suneel Bhat and PG-Mrs. Eesha Sharma librarians	-

Objective Evidence in: MIERPICS Folder _____ \\10.253.0.193\mierpix\mierpics\2020\July to Sep 2020\MCE

2. Website & Academia ERP Updation Details

a. MIER College Website

S. No.	Item Description	Date of Updation	Remarks
1.	Uploaded notification for Exams of IV Semester for all programmes are postponed in News and Events	07/06/2020	-
2.	Applied scroll regarding Examination postponed on Home Page		
3.	Uploaded notification for Exams of IV Semester for all programmes are postponed in News & Events		

4.	Uploaded Result of M.A Sem-I Session 2019-21 in News and Events	16/6/2020	-
5.	Uploaded Result of M.Ed. Sem-I Session 2019-21 in News and Events		
6.	Uploaded Date Sheet of B.Ed. -IV Session 2018-20 in News and Events	18/6/2020	-
7.	Uploaded Date Sheet of B.Ed. Spl.-IV Session 2018-20 in News and Events		
8.	Uploaded Date Sheet of M.Ed.-IV Session 2018-20 in News and Events		
9.	Uploaded Date Sheet of M.A.-IV Session 2018-20 in News and Events		
10.	Uploaded Date Sheet of B.Ed.-IV Session 2017-19 in News and Events		
11.	Applied Scroll of Date Sheets of various programmes on Home Page		
12.	Uploaded withheld Result of M.A -I Session 2019-21 in News and Events		
13.	Uploaded result of M.Ed.-I Former Students in News and Events		

b. **Academia ERP/ Camu ERP**

S. No.	Item Description	Date of Updation	Remarks
1.	Discussed Admission templates and COE reports with Dr. Mool Raj, Mr. Umesh, Mrs. Rohini Sharma and Camu ERP representatives	01,02,03/06/2020	-
2.	1. Discussed and starting work on Hostel Module of MIER College in Camu ERP with Dr. Mool Raj, Mrs. Rohini Sharma and Camu representatives 2. Analyse Camu ERP COE Reports with Dr. Mool Raj, Mrs. Rohini Sharma and sent to Mr. Umesh through his mail ID	04/06/2020	-
3.	1. Discussed the structure of fee templates, Online Admission Application Forms with Dr. Mool Raj and Camu	05,08/06/2020	-

	representatives 2. Attended a meeting and discussed regarding New M.Ed. Course Scheme through Google Meet 3. Created New Application Schedules of new admission year 2020-21with Dr. Mool Raj 4. Created Common live Google sheet of issues with UG and PG librarians for implementation of Library Module in the Camu ERP		
4.	1. Library implementation process started in Camu ERP with PG and UG Librarian 2. Created demo hostel warden login in the Camu ERP	09,10,18,26/06/2020	Helped Librarian to upload data in the Camu ERP
5.	Created MIER Hostel Facilities, Location IDs, Room Category and Total Bed Capacity etc. in the Camu ERP with Mrs. Rohini Sharma	12,29/06/2020	-
6.	1. Discussed one hour talk telephonically with Dr. Mool Raj for the new online admission Application form implementation and printed application report, errors under Camu ERP and needs to be rectify with our current scenarios 2. Created new modification required in the Google Live sheet for the implementation of new online admission Application form 3. Discussed MIER hostel reports with Camu ERP representatives 4. Created and allocation of students in the demo Camu ERP logins with Mrs. Rohini Sharma	13,14,23,30/06/2020	Tested Hostel Module Demo logins under: 1. mietcadmin 2. mier@gmail.com 3. orgadm20 4. jyomag80
7.	1. Checked and Verified the Online Payment Gateway-TraknPay integration in the new online Admission Application forms under Camu ERP with Dr. Mool Raj and Mrs. Rohini Sharma 2. Rectified the errors during testing of new online admission Application forms with Mrs. Rohini Sharma and Camu ERP representatives	15,18,19/06/2020	-
8.	1. Started Allocation of Beds to the students in the MIER Hostel with Mrs. Rohini Sharma in the MIER, MIET and Organization login 2. Checked and verified the needed Hostel reports according to our management system	16,17,18,19,22/06/2020	Created MIER Hostel Module from different logins: 1. admin@camu.in -MIER 2. admin@camu.com –MIET

	3. Discussed the live new online admission Application forms queries that shared with Camu ERP representatives in the Google sheet telephonically		3. mierorg@gmail.com - Organisation
9.	Created hostel warden live login in the Camu ERP and gave specific security permissions	25/06/2020	-
10.	1. Discussed live implementation process for the "MyCamu" Student App. with Mrs. Rohini Sharma and Camu ERP representatives 2. Started working on Online Application Scheduling of new online admission Application forms in Camu ERP with Dr. Mool Raj and Mrs. Rohini Sharma 3. Discussed SMS integration in the Camu ERP with their representatives	29,30/06/2020	-

3. Maintenance / Upgradation Details

S. No.	Name of Activity	Date of Updation	Remarks
1.	1. Moodle creation for MIER College of Education and classes defined by Dr. Mool Raj. 2. Enquired development of Moodle (eLMS) with different Moodle Provider Vendors by Telephonically and Mail ID's 3. ICT Maintenance of Teach-Next systems of Model Academy school	01,02,03,04,05/06/2020	Created College Moodle url https://miercollege.moodle.com/
2.	1. Discussed with Dr. Mool Raj for the IT Policy of MIER College of Education	04/06/2020	-
3.	1. ICT Maintenance of Projector in B.Ed. Auditorium 2. Landline instrument repaired with Ext. no-206	06/06/2020	-
4.	1. ICT Maintenance of Ph.D/Scholars rooms 2. ICT Maintenance of Teach-Next classes of MIER College 3. Landline instrument repaired with Ext. no-207	09,10,11,18,19,26/06/2020	-

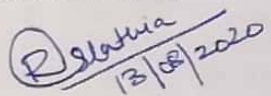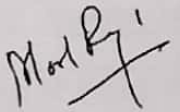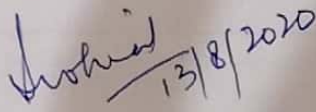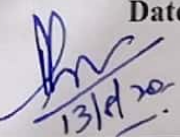| S.No.	Activity	Date	Remarks
	4. ICT Maintenance of Audio instruments of B.Ed. Auditorium and MIER Cultural Stage		
5.	ICT Maintenance of Video instruments of B.Ed. Auditorium and PG Conference room	12,29/06/2020	-
6.	ICT Systems Maintenance of systems in B.Ed. special room no-1,2	15/06/2020	-
7.	1. ICT Maintenance of systems in B.Ed. room no-5 & 6 2. Landline instrument repaired with Ext. no-212 and Ext. no-209 3. ICT Maintenance of CET Lab	13,14,30/06/2020	-
8.	1. Landline instruments repaired given by Vice-Chairman	18/06/2020	-
9.	1. ICT Maintenance in B.Ed. room no-7 2. Landline instrument repaired with Ext. no-206 and Ext. no-238 3. Landline instrument repaired with Ext. no-220 4. Maintenance of UPS of PG department 5. ICT Maintenance of plasma room no-5 in B.Ed. dept.	16,17,18,25,26/06/2020	-
10.	Created ICT In-charge login under MIER College ELMS MCE-ELMS by Dr. Mool Raj	20/06/2020	-

4. Technical Services / Support Provided

S. No.	Date	Area	Occasion / Problem	Remarks

1.	01/06/2020	Technical Support	1. Joined after lockdown and checked all the systems of UG and PG staff rooms, DVR cameras, Psychology and CET lab computer systems checked 2. Checked the working condition of plasma, audio-video, staff room systems under UG and PG department (including from 28th May to 30th May)	-
2.	09, 10, 12/06/2020	Technical Support	1. Features of MS Outlook to In-charge, Psychology Cell 2. To Students of B.Ed. Section-C during online quiz and short answer type mid-term Retest. 3. Created Examination Google Form-2020 for Reappear Cases for MA/M.Ed./B.Ed./B.Ed.(Spl.) with Dr. Mool Raj	-
3.	22/06/2020	Technical Support	Created Examination Google Form-2020 for M.Ed./MA-Examination Re-Evaluation Cases with Dr. Mool Raj	-

Additions in Equipment if any: NA

5. Any Other: NA

Prepared by: In-charge CET Date:13-08-2020	CET Head:	Verified By: In-charge, IQAC	Approved by: Principal Date: