CONTENTS

Dr. Mahesh Bundele
B.E., M.E., Ph.D.
Director
Poornima College of Engineering
ISI-6, RIICO Institutional Area
Sitapura, JAIPUR

SHORT TERM TRAINING PROGRAM

2

A REPORT ON SHORT TERM TRAINING PROGRAM

♦ **NAME OF STTP: "Microsoft Tools for Creating Effective Teaching and Learning Environment"**

♦ **DATE & DURATION: 12-02-2024 to 16-02-2024 & One Week**

♦ **NAME OF DEPARTMENT(S): Department of Computer Engineering & Advance Computing.**

♦ **ASSESSMENT TOOLS: Attendance & Quiz**.

Course Overview:

Computer Proficiency is an inevitable part of commerce education. The course is aiming to equip all the commerce aspirants to have basic skills as well as hands on experience on word Processing, for creating excel spreadsheets, for building databases and preparing presentations, through the use of Microsoft Office Word, Excel, and PowerPoint programmes.

POORNIMA
COLLEGE OF ENGINEERING

Affiliated to RTU, Kota • Approved by AICTE & UGC under 2(f) • NAAC A+ Accredited

PCE/CSE/DO/2023-24/   Date: February 09, 2024

NOTICE

A One Week Short Term Training Programming (STTP) On "Microsoft Tools for Creating Effective Teaching and Learning Environment" is being organized by the Department of Computer Engineering and Advance Computing on February12-16 Feb 2024. The activity will be held at as per the following schedule.

Date	:	: February 12, 2024
Activity Name	:	Short Term Training Programming (STTP) On "Microsoft Tools for Creating Effective Teaching and Learning Environment".
Venue	:	1108 Lab
Time	:	09:00 AM

All TA are request to be present at the venue on time.

Head of Department
Computer Engineering
Poornima College of Engineering
ISI-6, RIICO Institutional Area
pura, Jaipur-302022 (Rajasthan)

Dr. Nikita Jain

HOD, CSE

Dr. Mahesh Bundele
B.E., M.E., Ph.D.
Director
Poornima College of Engineering
ISI-6, RIICO Institutional Area
Sitapura, JAIPUR

POORNIMA
COLLEGE OF ENGINEERING

Affiliated to RTU, Kota • Approved by AICTE & UGC under 2(f) • NAAC A+ Accredited

PCE/CSE/DO/2023-24/   Date: February 09, 2024

NOTICE

A One Week Short Term Training Programming (STTP) On "Microsoft Tools for Creating Effective Teaching and Learning Environment" is being organized by the Department of Computer Engineering and Advance Computing on February 12-16 Feb 2024. The activity will be held at as per the following schedule.

Date	:	: February 12, 2024
Activity Name	:	Short Term Training Programming (STTP) On "Microsoft Tools for Creating Effective Teaching and Learning Environment".
Venue	:	1108 Lab
Time	:	09:00 AM

All TA are request to be present at the venue on time.

Head of Department
Advance Computing
Poornima College of Engineering
ISI-6, RIICO Institutional Area
Sitapura Jaipur-302022 (Rajasthan)

Dr. Kamlesh Gautam

HOD, Advance Computing

Dr. Mahesh Bundele
B.E., M.E., Ph.D.
Director
Poornima College of Engineering
ISI-6, RIICO Institutional Area
Sitapura, JAIPUR

STTP BROCHURE

One Week Short Term Training Program (STTP) on
Microsoft Tools for Creating Effective Teaching and Learning Environment

February 12-16, 2024

Office 365

RESOURCE PERSONS

Dr. Nikita Jain
Professor & Head,
Department of Computer Engineeing
Poornima College of Engineering,
Jaipur

Dr. Abhishek Sharma
Associate Professor
Department of Computer Engineering
Poornima College of Engineering, Jaipur

Dr. Saurabh Shandilya
Professor, Department of Advance Computing,
Poornima College of Engineering, Jaipur

Mr. Manish Dubey
Assistant Professor & Deputy Head
Department of Computer Engineeing
Poornima College of Engineering, Jaipur

Dr. Kamlesh Gautam
Associate Professor & Head,
Department of Advance Computing
Poornima College of Engineering, Jaipur

PATRON

Prof. (Dr.) Mahesh Bundele
Principal & Director, Poornima College of Engineering, Jaipur

Dr. Pankaj Dhemla
Vice Principal, Poornima College of Engineering, Jaipur

PROGRAM CHAIRS

Dr. Nikita Jain
Professor & Head, Department of Computer Engineering

Dr. Kamlesh Gautam
Associate Professor & Head, Department of Advance Computing

Mr. Manish Dubey
Assistant Professor & Deputy Head
Department of Computer Engineering

COORDINATORS

Dr. Abhishek Sharma
Associate Professor, Department of Computer Engineering

Mr. Shirish Mohan Dubey
Assistant Professor, Department of Computer Engineerng

IMPORTANT DATES

Last date of Registration	February 9, 2024
Intimation of selection by mail	February 10, 2024
STTP duration	February 12-16, 2024
Session1 Timing:	8:45 AM to 10:15 AM
Session2 Timing:	1:45 PM to 3:15 PM

CONTACT FOR FURTHER INFORMATION

Dr. Abhishek Sharma
✆ : +919897257571 • E-mail: abhishek.sharma@poornima.org

Mr. Shirish Mohan Dubey
✆ : +919425757459 • E-mail: shirish.dubey@poornima.org

POORNIMA
COLLEGE OF ENGINEERING
Affiliated to RTU, Kota • Approved by AICTE & UGC under 2(f) • NAACA+ Accredited

ISI-6, RIICO Institutional Area, Sitapura, Jaipur, Rajasthan 302022
www.pce.poornima.org

Organized by
Department of Computer Engineering
&
Department of Advance Computing

POORNIMA
COLLEGE OF ENGINEERING
Affiliated to RTU, Kota • Approved by AICTE & UGC under 2(f) • NAAC A+ Accredited

Dr. Mahesh Bundele
B.E., M.E., Ph.D.
Director
Poornima College of Engineering
ISI-6, RIICO Institutional Area
Sitapura, JAIPUR

SPEAKER DETAILS

1.	Name of Trainer	Dr. Nikita Jain
	Designation & Address	Professor & Head Poornima College of Engineering, Jaipur
	Experience(years)	18 years
	Topic	Unlock the power of MS-WORD- Basic and Advanced Formatting, Document Organization, Collaboration and Review, Templates and Mail Merge, Integration and Compatibility
2.	Name of Trainer	Dr. Abhishek Sharma
	Designation & Address	Associate Professor Poornima College of Engineering, Jaipur
	Experience(years)	14 years
	Topic	"Crafting Dynamic Presentations: A Deep Dive into Microsoft PowerPoint" / "Maximizing Productivity with Nitro Software: An In-Depth Exploration"
3.	Name of Trainer	Dr. Saurabh Shandilya
	Designation & Address	Professor Poornima College of Engineering, Jaipur
	Experience(years)	15.5 years
	Topic	"Introduction to Basic Excel Skills"
4.	Name of Trainer	Mr. Manish Dubey
	Designation & Address	Assistant Professor & Dy. Head Poornima College of Engineering, Jaipur
	Experience(years)	15+ years
	Topic	"Mastering Advanced Excel Techniques: Beyond the Basics"
5.	Name of Trainer	Dr. Kamlesh Gautam
	Designation & Address	Associate Professor & Head Poornima College of Engineering, Jaipur
	Experience(years)	15 years
	Topic	"Design Excellence with Microsoft Publisher"

Dr. Mahesh Bundele
B.E., M.E., Ph.D.
Director
Poornima College of Engineering
ISI-6, RIICO Institutional Area
Sitapura, JAIPUR

Q-SHEET

![Poornima College of Engineering logo and banner]

One Week Short Term Training Program (STTP)
On
Microsoft Tools for Creating Effective Teaching and Learning Environment
Organized by
Department of Computer Engineering & Department of Advance Computing

Date: 12/02/2024   Time: 09:00 AM to 09:25 AM

Venue: Online (https://teams.microsoft.com/l/meetup-join/19%3ameeting_MWRkMmNlZTktMjNlZi00MjkwLWJhMjctYmJlOWQ3Mzc3ZTli%40thread.v2/0?context=%7b%22Tid%22%3a%224a36bb2f-1c55-49e0-9a23-6281dfd38c6b%22%2c%22Oid%22%3a%223fdee8a7-9a2a-4462-b3fd-4647e8ccf784%22%7d)

Q- Sheet Inaugural Session

S.No.	Activity	Duration	Time
1	Welcome of Dignitaries by Anchors • **Prof.(Dr.) B. K. Singh**, Dean School of Engineering, DIT, Dehradun • **Prof.(Dr.) Mahesh Bundele**, Director & Principal, PCE, Jaipur • **Dr. Pankaj Dhemla**, Vice Principal, PCE, Jaipur • **Dr. Nikita Jain**, HOD, CSE, PCE • **Dr. Kamlesh Gautam**, HOD, AC, PCE • **Mr. Manish Dubey**, Dy. HOD (Administration), CSE, PCE • **Dr. Gajendra Singh Rajawat**, HOD, IT, PCE	02 Min	09:00 AM – 09:02 AM
2	Ganesh Vandana	02 Min	09:02 AM-09:04 AM
	Welcome of Chief Guest **Prof.(Dr.) B. K. Singh**, Dean School of Engineering, DIT, Dehradun by **Prof.(Dr.) Mahesh Bundele, Principal & Director**, PCE with E-Bouquet & Memento.	01 Min	09:04 AM-09:05 AM
3	Detail Introduction of STTP by **Dr. Nikita Jain** Professor & HOD, CSE, PCE	05 Min	09:05 AM-09:10 AM
4	Welcome Address by **Prof.(Dr.) Mahesh Bundele**, Director & Principal, PCE, Jaipur	05 Min	09:05 AM-09:10 AM
6	Inaugural Address by **Prof.(Dr.) B. K. Singh**, Dean School of Engineering, DIT, Dehradun	5 Min	09:15AM – 09:20AM
5	Vote of Thanks by **Ms. Appoorva Bansal**, Assistant Professor, CE, PCE	3 Min	09:20AM – 09:23AM
6	Group Photograph	2 Min	09:23 AM – 09:25 AM

POORNIMA
COLLEGE OF ENGINEERING

Affiliated to RTU, Kota • Approved by AICTE & UGC under 2(f) • NAAC A+ Accredited

SESSION SCHEDULE
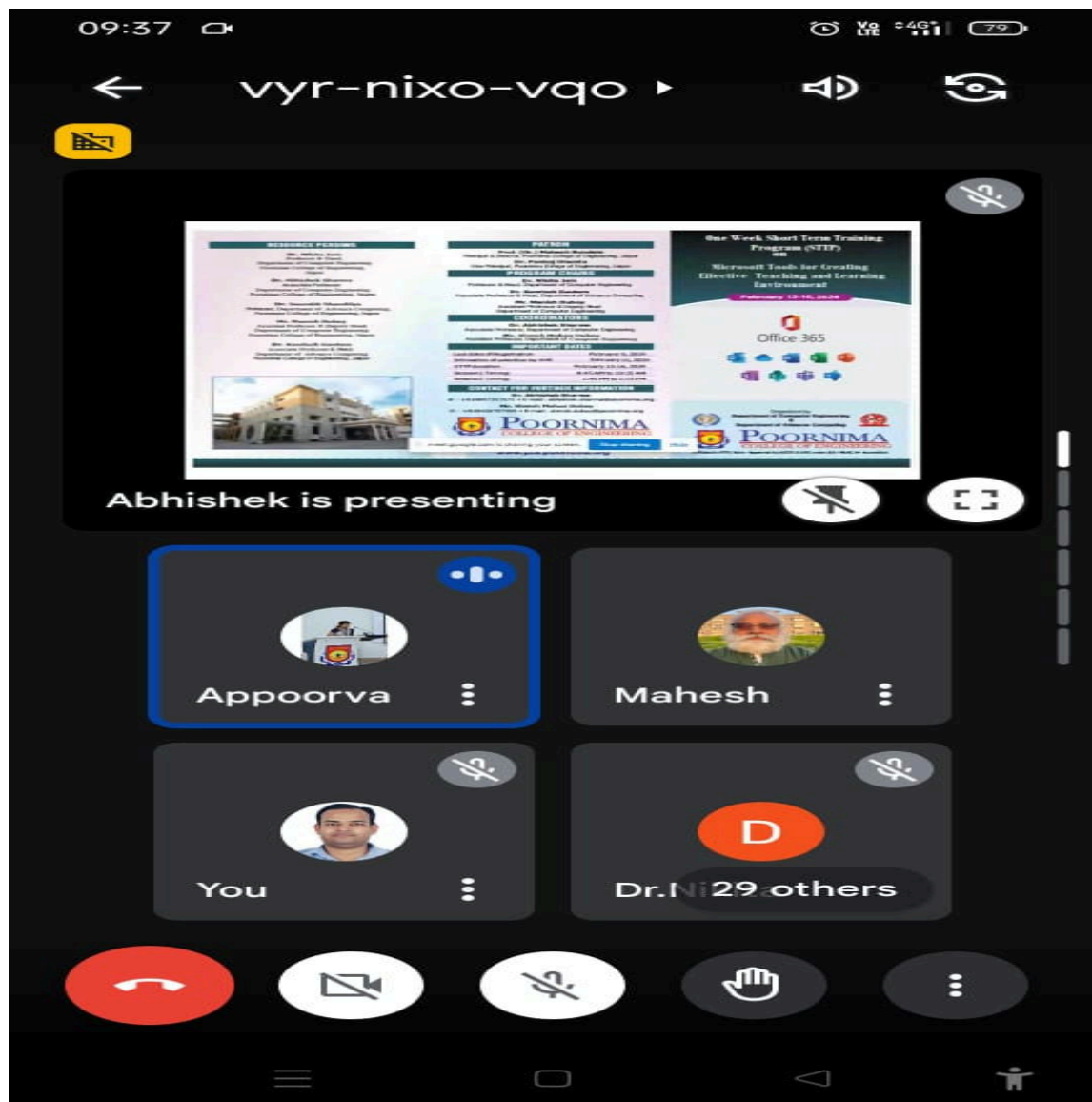### Tentative Schedule (12 - 16 February 2024) of Short Term Training Program (STTP)

One Week Short Term Training Program (STTP)				

One Week Short Term Training Program (STTP)
on
Microsoft Tools for Creating Effective Teaching and Learning Environment

Organized by

Department of Computer Engineering

& Department of Advance Computing

Poornima College of Engineering, Jaipur

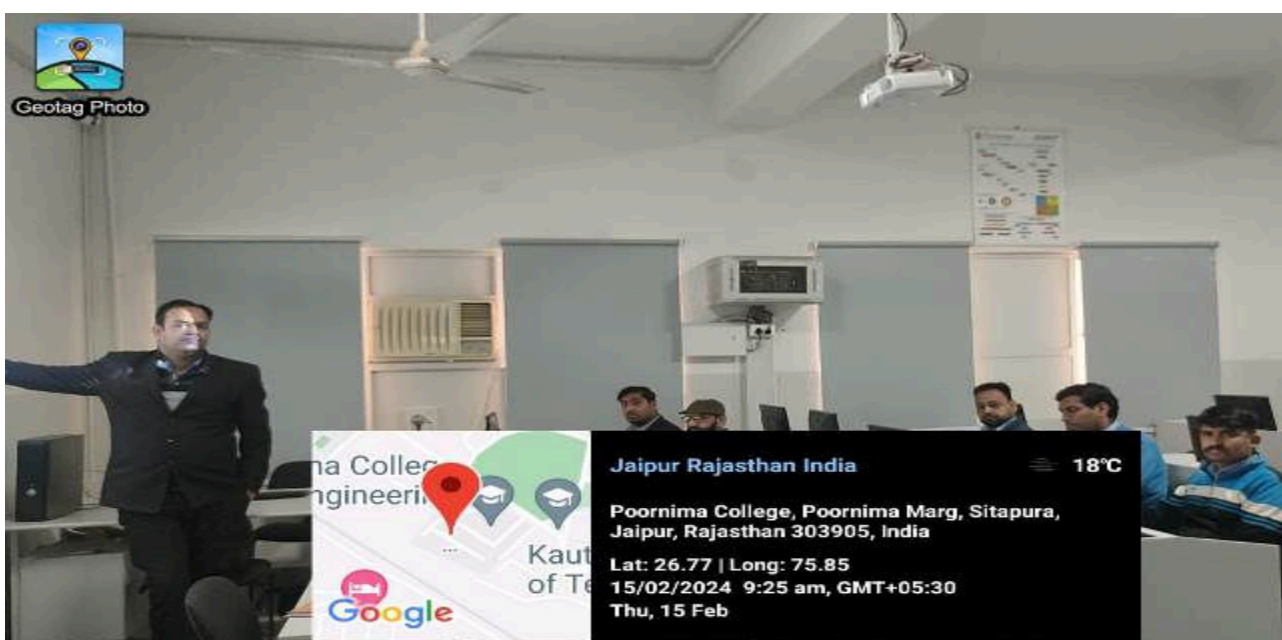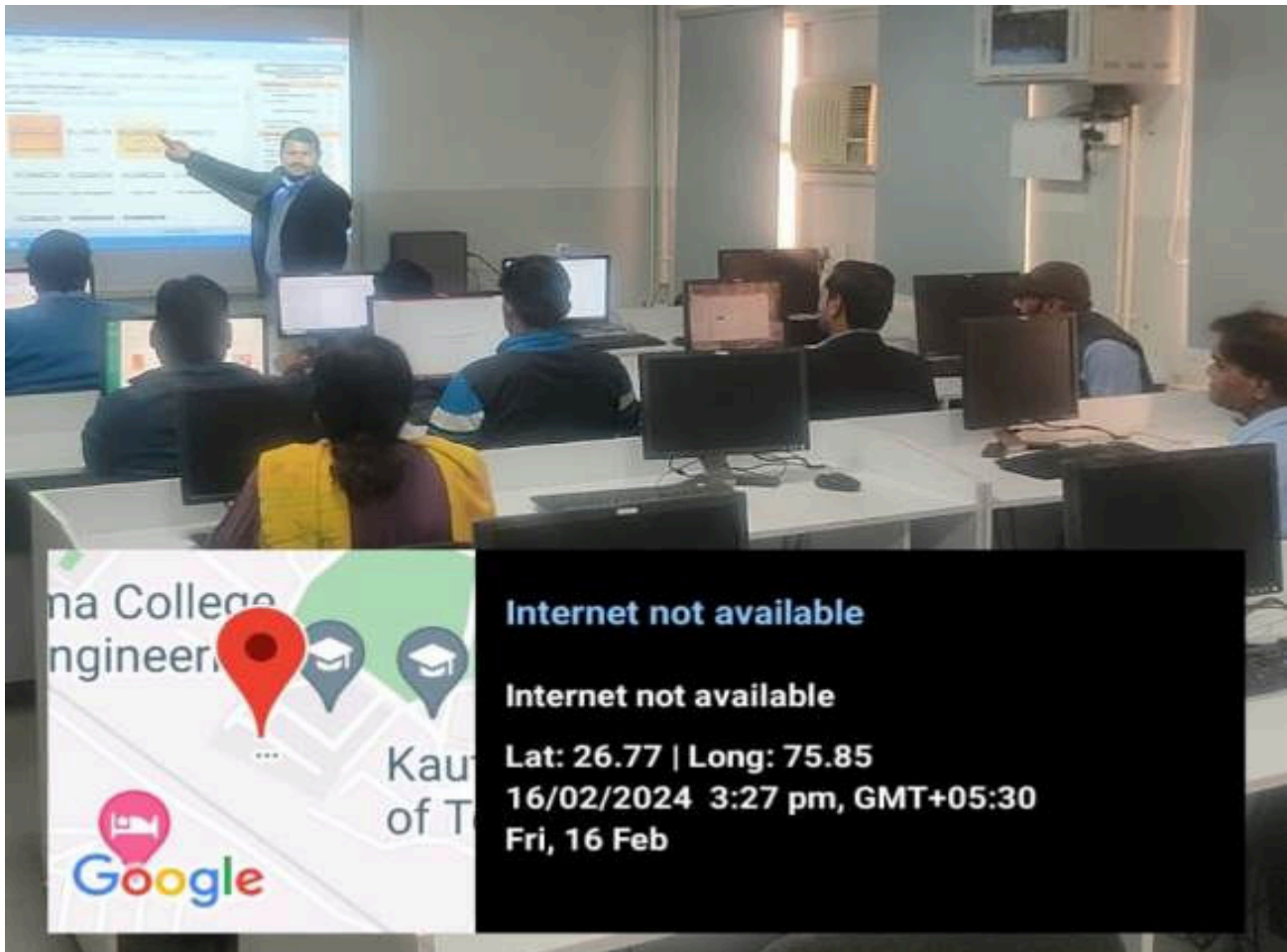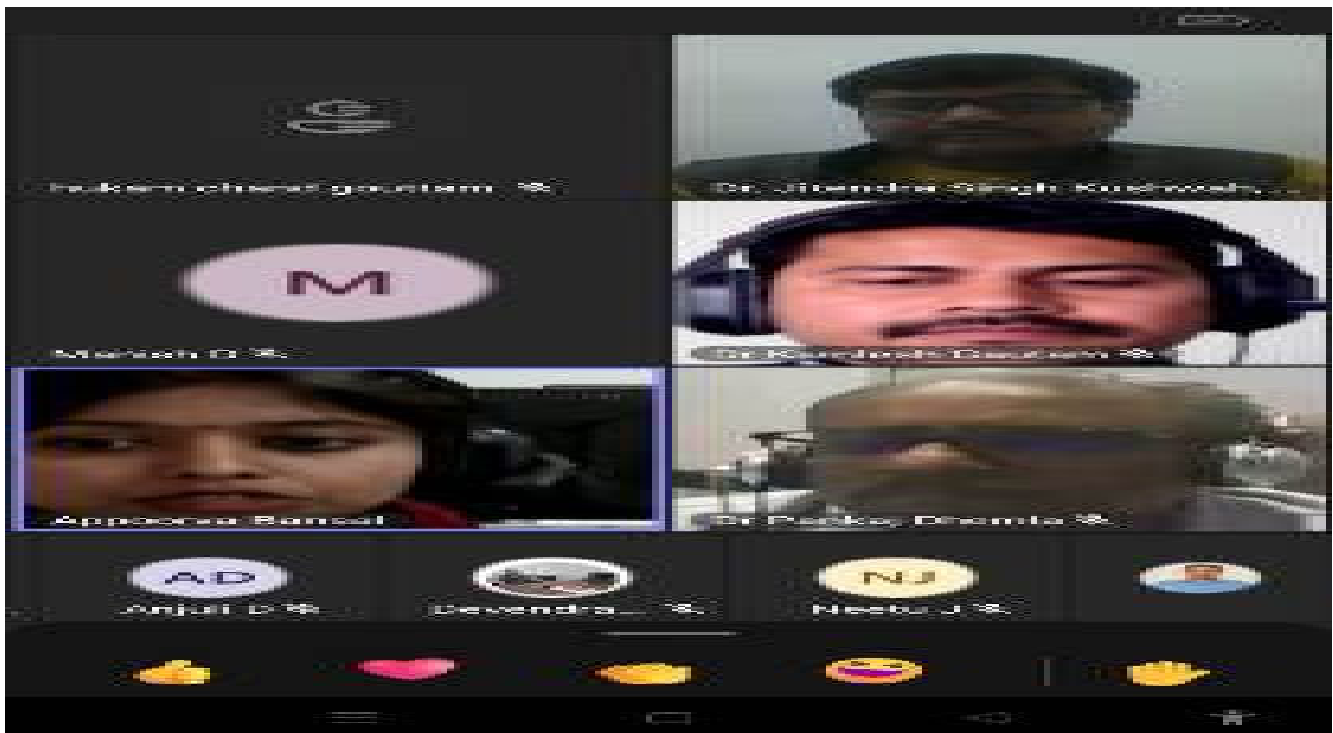| DATE	08:30 AM - 08:45 AM	08:45 AM -10:15 AM	11:00 AM – 01:00 PM	01:45 PM - 03:15 PM	03:15 PM - 03:30 PM
Day-1 **12 Feb 2024** **Monday**	Inauguration Session	Session 1 Dr. Nikita Jain (Part 1) Unlock the power of MS-WORD- Basic and Advanced Formatting, Document Organization, Collaboration and Review, Templates and Mail Merge, Integration and Compatibility	Lunch Break	Session 2 Dr. Nikita Jain (Part 2) Unlock the power of MS-WORD- Basic and Advanced Formatting, Document Organization, Collaboration and Review, Templates and Mail Merge, Integration and Compatibility	
Day-2 **13 Feb 2024** **Tuesday**		Session 3 Dr. Abhishek Sharma **"Crafting Dynamic Presentations: A Deep Dive into Microsoft PowerPoint"**	Lunch Break	Session 4 Dr. Abhishek Sharma **"Maximizing Productivity with Nitro Software: An In-Depth Exploration"**	
Day-3 **14 Feb 2024** **Wednesday**		Session 5 Dr. Saurabh Shandilya (Part 1) **"Introduction to Basic Excel Skills"**	Lunch Break	Session 6 Dr. Saurabh Shandilya (Part 2) **"Introduction to Basic Excel Skills"**	
Day-4 **15 Feb 2024** **Thursday**		Session 7 Mr. Manish Dubey (Part 1) **"Mastering Advanced Excel Techniques: Beyond the Basics"**	Lunch Break	Session 8 Mr. Manish Dubey (Part 2) **"Mastering Advanced Excel Techniques: Beyond the Basics"**	
Day-5 **16 Feb 2024** **Friday**		Session 9 Dr. Kamlesh Gautam (Part 1) **"Design Excellence with Microsoft Publisher"**	Lunch Break	Session 10 Dr. Kamlesh Gautam (Part 2) **"Design Excellence with Microsoft Publisher"**	(Valedictory Session) Test & Feedback

STTP Coordinators

Dr. Abhishek Sharma

Dr. Mahesh Bundele
B.E., M.E., Ph.D.
Director
Poornima College of Engineering
ISI-6, RIICO Institutional Area
Sitapura, JAIPUR

♦ **GLIMPSES:**

Dr. Mahesh Bundele
B.E., M.E., Ph.D.
Director
Poornima College of Engineering
ISI-6, RIICO Institutional Area
Sitapura, JAIPUR

♦ **LIST OF THE PARTICIPANTS:**

Timestamp	Salutation	Participation Full Name	College/University	Employee ID	Department Name	Designation	Email
2024/02/08 3:30:08 pm GMT+5:30	Ms.	Basudha Dewan	Poornima University Jaipur	7511	ECE Department	Assistant Professor	basudha@poornima.edu.in
2024/02/08 3:34:31 pm GMT+5:30	Ms.	Prarthana Sharma	Poornima University	8074	Computer science and engineering	Assistant professor	prarthana.sharma@poornima.edu.in
2024/02/08 3:46:29 pm GMT+5:30	Ms.	Dr SURABHI SAXENA	POORNIMA UNIVERSITY	8336	SCHOOL OF COMPUTER SCIENCE AND ENGINEERING	ASSOCIATE PROFESSOR	surabhi.saxena@poornima.edu.in
2024/02/08 4:03:30 pm GMT+5:30	Ms.	Deepali Chaudhary	Poornima University	8034	FCE	Teaching Assistant	deepalichaudhary58@gmail.com
2024/02/08 4:21:04 pm GMT+5:30	Mr.	Mohammed Firdos Alam Sheikh	Poornima University	8066	Computer Science & Engineering	Associate Professor	firdos.sheikh@poornima.edu.in
2024/02/08 4:22:13 pm GMT+5:30	Mr.	Rajendra singh	Poornima institute of Engineering and Technology	3027	Applied science	Assistant professor	rajendra.singh@poornima.org
2024/02/08 4:57:10 pm GMT+5:30	Ms.	Neetu	Poornima College of engineering	7272	Advance Computing	Assistant Professor	neetu@poornima.org
2024/02/08 4:57:33 pm GMT+5:30	Mr.	ABHIJEET PARASHAR	Poornima university	7230	Faculty of computer engineering	Technical Assistant	abhijeet.parashar@poornima.edu.in
2024/02/08 6:43:08 pm GMT+5:30	Mr.	MAYANK GUPTA	POORNIMA COLLEGE OF ENGINEERING, JAIPUR	6962	FIRST YEAR	ASSISTANT PROFESSOR	mayank.gupta@poornima.org
2024/02/08 8:00:23 pm GMT+5:30	Mr.	Surender Kumar Sharma	Poornima University	1363	Electrical and Electronics Engineering	Associate Professor	surendra.sharma@poornima.edu.in
2024/02/08 8:26:57 pm GMT+5:30	Ms.	Sharbari Deb	Poornima University	8047	Electrical Engineering	Associate Professor	sharbari.deb@gmail.com
2024/02/09 5:28:40 am GMT+5:30	Mr.	Amit Kumar Jain	Poornima University	2688	Electrical & Electronics Engineering	Assistant Professor	amit.jain@poornima.edu.in
2024/02/09 8:40:01 am GMT+5:30	Ms.	Neha Mahala	Poornima College of Engineering Jaipur	8018	Computer Engineering	Associate Professor	neha.mahala@poornima.org
2024/02/09 10:15:29 am GMT+5:30	Ms.	ANJULI DUBEY	Poornima College of Engineering,	7492	Department of Computer Engineering	Assistant Professor	anjuli.dubey@poornima.o

Dr. Mahesh Bundele
B.E., M.E., Ph.D.
Director
Poornima College of Engineering
ISI-6, RIICO Institutional Area
Sitapura, JAIPUR

			Jaipur					
2024/02/09 2:54:54 pm GMT+5:30	Ms.	Riddhi Shrivastava	Poornima College of Engineering		3012	Chemistry	Assistant Professor	riddhishrivastava@poornima.org
2024/02/09 2:58:11 pm GMT+5:30	Ms.	Dr. Anurika Mehta	Poornima College of Engineering		1295	Chemistry	Professor	anurikamehta@poornima.org
2024/02/09 4:31:36 pm GMT+5:30	Ms.	ANJULI DUBEY	Poornima College of Engineering, Jaipur	anjuli.dubey@poornima.org		Computer Science	Assistant Professor	anjuli.dubey@poornima.org
2024/02/09 7:17:29 pm GMT+5:30	Ms.	Anushree Nair	Poornima University		8412	FPH	JRF	nairanu1997@gmail.com
2024/02/09 7:39:56 pm GMT+5:30	Mr.	Hukam Chand Gouttam	Poornima college of engineering		7242	CSE	Technical Assistant	hukam.chand@poornima.org
2024/02/10 9:32:09 am GMT+5:30	Ms.	Dr. Meena Tekriwal	Poornima College of Engineering		2365	Chemistry	Associate Chemistry	meenatekriwal@poornima.org
2024/02/10 9:40:43 am GMT+5:30	Ms.	Rekha Dhivrani	Poornima Institute of Engineering and Technology		8476	Computer Science and Engineering	Assistant Professor	rekha.dhivrani12@gmail.com
2024/02/10 10:52:07 am GMT+5:30	Mr.	Rajesh Kumar Bathija	Poornima College of Engineering, Jaipur		7489	ECE	Professor	rajesh.bathija@poornima.org
2024/02/10 11:26:21 am GMT+5:30	Ms.	Charul Bapna	PIET		8368	AI & DS	Assistant Professor	charul.bapna@poornima.org
2024/02/10 12:58:22 pm GMT+5:30	Ms.	ALKA RAIZADA	POORNIMA COLLEGE OF ENGINEERING		1617	EXAM CELL & ALUMNI OFFICE	OFFICE EXECUTIVE	alkaraizada@poornima.org
2024/02/10 1:39:09 pm GMT+5:30	Mr.	Dr. Gaurav Jain	Poornima College of Engineering Jaipur		6085	Electrical Engineering Department	Associate Professor	gaurav.jain@poornima.org
2024/02/10 1:57:52 pm GMT+5:30	Mr.	Pankaj Bairwa	Poornima College Of Engineering		7057	CSE	Technical Assistant	Pankajbairwa1503@gmail.com
2024/02/10 1:59:49 pm GMT+5:30	Mr.	Virendra Singh	Poornima College of Engineering		7258	Computer Engineering	Technical Assistant	virendra.singh@poornima.org
2024/02/10 2:01:30 pm GMT+5:30	Mr.	Abhishek Verma	Poornima College of Engineering		4888	Computer Engineering	TA	abhi.verma@poornima.org
2024/02/10 2:08:29 pm GMT+5:30	Mr.	Naveen Porwal	Poornima Institute of Engineering & Technology		7268	Mechanical Engineering	Assistant Professor	naveen.porwal@poornima.org
2024/02/10 2:37:05 pm GMT+5:30	Mr.	Ramanand Sharma	Poornima College of Engineering		3534	CSE	Technical	ramanand.sharma191165@

Dr. Mahesh Bundele
B.E., M.E., Ph.D.
Director
Poornima College of Engineering
ISI-6, RIICO Institutional Area
Sitapura, JAIPUR

2024/02/10 2:45:58 pm GMT+5:30	Ms.	ANJULI DUBEY	Poornima College of Engineering, Jaipur	7492	COMPUTER ENGINEERING	Assistant Professor	anjuli.dubey @poornima.o rg
2024/02/10 3:19:37 pm GMT+5:30	Ms.	Anu Arora	Poornima College of Engineering	1118	Mathematics	Asst.Profe ssor	anuarora@po ornima.org
2024/02/10 3:39:15 pm GMT+5:30	Mr.	Narendra Narayan Mathur	Poornima College of Engineering	1481	Exam Cell	Office e Exicutive	Narender.mat hur@poornim a.org
2024/02/10 3:42:27 pm GMT+5:30	Mr.	Dinesh Chandra Sharma	POORNIMA COLLEGE OF ENGINEERING JAIPUR	2936	Chemistry	Asst.Profe ssor	dinesh.sharm a@poornima. org
2024/02/10 6:00:57 pm GMT+5:30	Mr.	Narendra Kumar	Poornima University Jaipur	8387	Department of yogic science	Assistant professor	narendra.kum ar@poornima .edu.in
2024/02/10 9:48:01 pm GMT+5:30	Ms.	Prarthana Sharma	Poornima University	8074	Computer science and engineering	Assistant professor	prarthana.sha rma@poorni ma.edu.in
2024/02/12 9:05:53 am GMT+5:30	Mr.	Abhishek Parashar	Poornima College of Engineering	7231	CS	TA	abhishek.para shar@poorni ma.org
2024/02/12 11:29:51 am GMT+5:30	Mr.	PANKAJ GAKHAR	POORNIMA COLLEGE OF ENGINEERING	3820	ELECTRICAL ENGINEERING	ASSOCIAT E PROFESSO R	PANKAJ.GAKH AR@POORNI MA.ORG
2024/02/13 9:43:10 am GMT+5:30	Ms.	Nikita Gautam	Poornima College Engineering	2019	ECE	Assistant Professor	Nikita.Gauta m@poornima .org
2024/02/13 10:08:03 am GMT+5:30	Mr.	Ravi Sharma	Poornima college of engineering	7394	First year	TA	ravi.sharma@ poornima.org
2024/02/15 11:00:09 am GMT+5:30	Ms.	Dr. Geetika Mathur	Poornima College of Engineering	7499	ECE	Professor	geetika.math ur@poornima .org
2024/02/19 3:09:19 pm GMT+5:30	Mr.	Deepen Banoriya	Poornima University	8117	Mechanical Engineering	Professor	deepen.banor iya@poornim a.edu.in

Dr. Mahesh Bundele
B.E., M.E., Ph.D.
Director
Poornima College of Engineering
ISI-6, RIICO Institutional Area
Sitapura, JAIPUR

♦ **FEEDBACK / ASSESSMENT / ATTAINMENTS:**

Timestamp	Salutation	Participa	Department N	Designati	College/University	Employe	Email	Contact No	Date	Morning S	Evening Sessio	Evening	Any other sug
2024/02/11 2:29:47	Ms.	Appoorva	CSE	Assistabt	PCE	7257	appoorva.	7599293058	12-Feb-24	Excellent	Dr. Nikita Jain	Excellent	NA
2024/02/16 9:49:32	Mr.	Abhishek	CSE	Technical	PCE	7231	Abhishek.	9953453405	13-Feb-24	Excellent	Dr. Nikita Jain	Excellent	No
2024/02/16 9:53:01	Mr.	Abhishek	CSE	TA	PCE	4888	abhi.verm	9772986124	12-Feb-24	Very Good	Dr. Saurabh Shar	Very Good	no
2024/02/16 10:06:1	Mr.	Pankaj Ba	CSE	TA	PCE	7057	Pankajbai	7229941503	13-Feb-24	Very Good	Dr. Nikita Jain	Excellent	No
2024/02/17 5:23:41	Ms.	DEEPALI C	CSE	Teaching	PU	8034	deepalich	9149058316	12-Feb-24	Good	Dr. Nikita Jain	Very Good	Nice session
2024/02/17 5:24:37	Ms.	Deepali C	CSE	Teaching	PU	8034	deepalich	9149058316	13-Feb-24	Good	Dr. Kamlesh Gau	Very Good	Nice session
2024/02/17 5:25:21	Ms.	Deepali C	CSE	Teaching	PU	8034	deepalich	9149058316	14-Feb-24	Good	Dr. Saurabh Shar	Very Good	Nice session
2024/02/17 5:26:03	Ms.	Deepali C	CSE	Teaching	PU	8034	deepalich	9149058316	15-Feb-24	Good	Mr. Manish Dube	Very Good	Nice session
2024/02/17 5:26:45	Ms.	DEEPALI C	CSE	Teaching	PU	8034	deepalich	9149058316	16-Feb-24	Good	Dr. Abhishek Sha	Very Good	Nice session
2024/02/17 8:46:52	Ms.	Alka Raiza	Other	Office.Exe	PCE	1617	alkaraizad	9413049134	16-Feb-24	Very Good	Dr. Nikita Jain	Excellent	No
2024/02/17 9:02:20	Mr.	Hukam Ch	CSE	Technical	PCE	7242	hukam.ch	8107281913	12-Feb-24	Excellent	Dr. Nikita Jain	Excellent	Excellent
2024/02/17 9:43:26	Mr.	Virendra S	CSE	Technical	PCE	7258	Virendra.	8849744787	12-Feb-24	Excellent	Dr. Nikita Jain	Excellent	Excellent
2024/02/19 11:08:1	Mr.	Narendra	Other	Office Exe	PCE	1481	narendra.	9982044059	16-Feb-24	Very Good	Dr. Nikita Jain	Excellent	No

♦ **BUDGET & ACTUALS: NA**

Date: 10 Feb, 2024

NOTICE

A one week session on "Microsoft Tools for Creating Effective Teaching and Learning Environment" being organized by the Department of Computer engineering on 12-02-2024 to 16-02-2024. The activity will be held at as per the following schedule.

Date	:	12-02-2024 to 16-02-2024
Activity Name	:	A session on "Ethical Communication: Transparency, Respect and Authenticity"
Venue	:	CG-05
Time	:	09:00 AM

All Students are required to be present at the venue on time. For further query you may contact the Faculty Coordinator.

Dr. Nikita Jain

HOD, CSE

Dr. Mahesh Bundele
B.E., M.E., Ph.D.
Director
Poornima College of Engineering
ISI-6, RIICO Institutional Area
Sitapura, JAIPUR