

REPORT
on
**THE WORKSHOP ON THE ORIENTATION TO COMPUTER COURSE
UNDER THE DIRECTIVE OF IIT BOMBAY**

Organized by
ICT CELL

Bamanpukur Humayun Kabir Mahavidyalaya

Workshop Date: 5th March 2018

Time: 12.30-01.30 pm

Venue: Seminar Room (No- 21)

➤ **Introduction and organization:**

The ICT Cell of Bamanpukur Humayun Kabir Mahavidyalaya organised a workshop on “the Orientation to Spoken Tutorial Course under IIT Bombay” at 12.30-01.30 pm at the seminar room of the college. The workshop was the part of the Spoken Tutorial course that the college in collaboration with IIT Bombay introduced for the ICT training of the college students. The ICT cell called a meeting on 9th February 2018 at the principal’s office to discuss the matter related to the planning and execution of the Spoken Tutorial Course. In the meeting it was decided that under the leadership of the convenor of ICT Cell, Ashis Biswas the entire Spoken Tutorial course would be carried out. In the meeting it was decided that students will be enrolled under the course first, then an orientation workshop would be conducted to introduce the rudiments of the course and other technical functionalities. In the meeting 5th March 2018 was fixed to be the date of the first Orientation programme. A notice was circulated among the enrolled students and the same was intimated to them via their email and phone number on 24th February 2018.

Workshop Notice



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BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA

(Affiliated to the West Bengal State University and Recognized under section 2(f) and 12B of the UGC Act)

ESTD. - 2007

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Memo No. _____

Date 29/2/18

Notice

These Students of B.H.K.M enlisted under Ashis Biswas for the IIT Computer course, Session January to June, 2018 are hereby informed that an orientation to the computer course is going to be conducted for them on 5th March, 2018 at 12.30 pm at the Seminar Hall. Students are asked to be present.

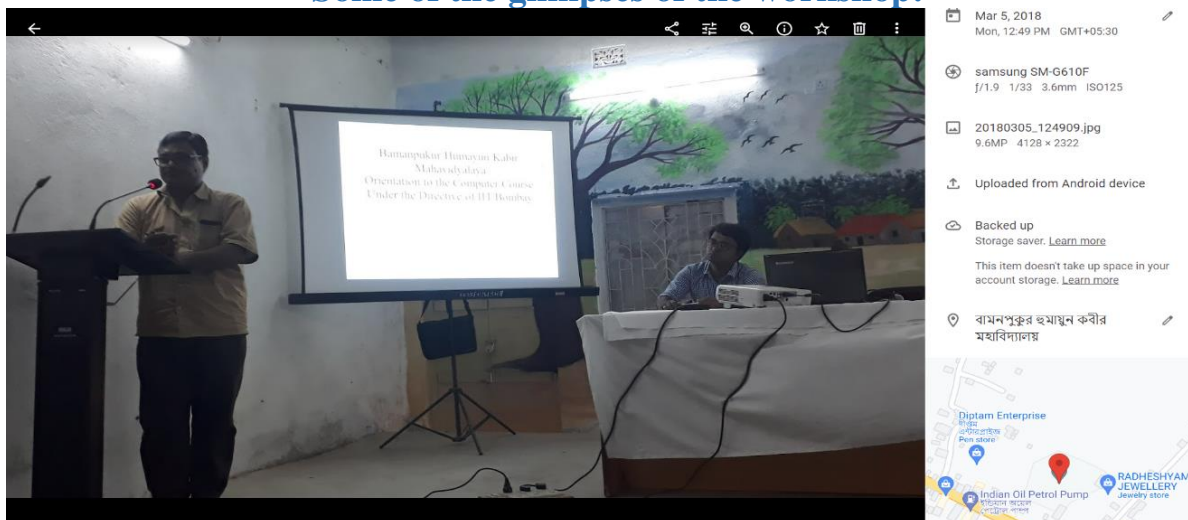
The list of Students enlisted under Ashis Biswas is given below.

Ashis Biswas
organiser

➤ The Workshop Session:

The proceedings of the seminar session started with the welcome speech of Ashis Biswas, Convenor, ICT Cell, BHKM. It was followed by the inaugural speech of the hon'ble principal, Dr. Subhash Biswas who talked on the scope that he spoken tutorial course may provide for the development of ICT skills of the enrolled students which may benefit them in their professional life. It is followed by the technical session. After this the convenor of the ICT Cell, Ashis Biswas who also was the resource person of the day introduced the enrolled students the technical aspects of the course. He gave them a hand on presentation of the three spoken tutorial courses, viz., LibreOffice Suite Impress, LibreOffice Suite Writer, and LibreOffice Suite Calc offered by the IIT Bombay. He shared with the video tutorials and how to use them while practicing the courses in the ICT Lab of the college and in their personal training. He also informed how to install the relevant software to participate in the course. The technical session is followed by the question-answer session where the enrolled students participate to meet their queries. The workshop proved to be a success and sufficiently oriented the students towards the spoken tutorial course before the beginning of their actual training. In the workshop total **37 students and 4 teachers** participated. The workshop was concluded with the vote of thanks to the principal, convenor of ICT cell, entire organising team and the participating students and teachers by one of the members of the ICT Cell, Mrs. Sumita Chatterjee.

Some of the glimpses of the workshop:



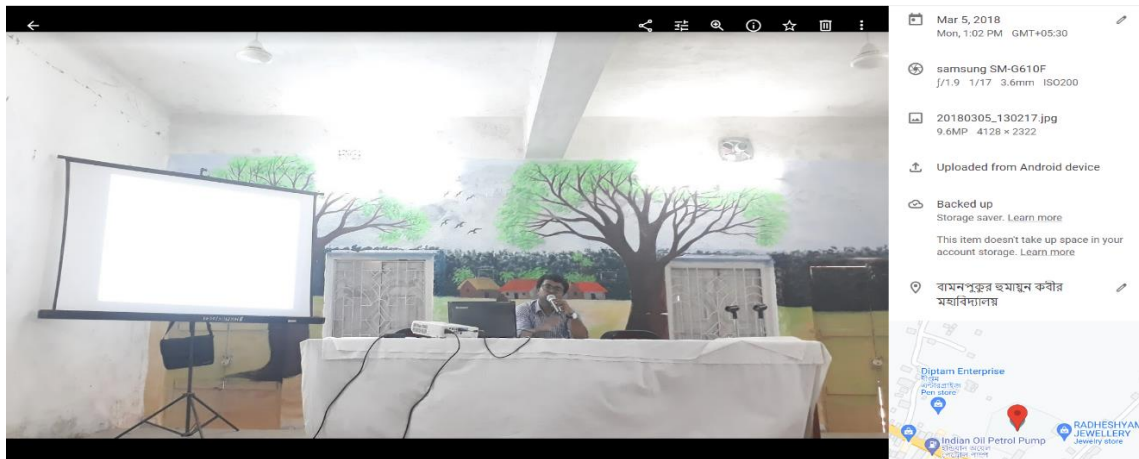
Principal's Speech: Figure-1



Principal's Speech: Figure-2



Organising secretary delivering his speech



Organising secretary giving his presentation on Spoken Tutorial



Teachers and Students participating in the Orientation Workshop

Submitted by, Ashis Biswas, Convenor, ICT Cell, BHKM