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6.3.3.

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Reports 2017-18

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training
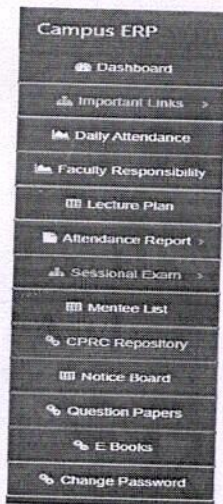
S. No.	Year	Title of the FDP / MDP/ professional development / administrative training program	Dates (from-to) (DD-MM-YYYY)	No. of participants
1	2017-18	ERP Training	11-09-2017 to 15-09-2017	163
2	2017-18	Cleanliness and hygiene	11-09-2017 to 15-09-2017	10
3	2017-18	Basic computer training	12-03-2018 to 17-03-2018	29

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FACULTY DEVELOPMENT PROGRAM

ERP TRAINING

Campus ERP
- Dashboard
- Important Links >
- Daily Attendance
- Faculty Responsibility
- Lecture Plan
- Attendance Report >
- Sessional Exam >
- Mentee List
- CPRC Repository
- Notice Board
- Question Papers
- E Books
- Change Password

📅 11.09.2017 to 15.9.2017

🕙 10.00 A.m

📍 Seminar Hall First Floor

Greater Noida, Delhi/NCR
Toll Free No : 18002746969
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FACULTY DEVELOPMENT PROGRAM (ERP TRAINING)- (2017-18)

ATTENDANCE RECORD (11-09-2017 to 15-09-2017)

S. No.	Name of the participant	Designation	11-09-2017	12-09-2017	13-09-2017	14-09-2017	15-09-2017
1	MINAKSHI AWASTHI	Associate Professor					
2	ASIF KHAN	Assistant Professor					
3	RAVINDRA KUMAR	Professor					
4	PRIYESH TIWARI	Assistant Professor					
5	GAGAN VARSHNEY	Assistant Professor					
6	ASHWINI KUMAR VERMA	Assistant Professor					
7	SERAJ AHAMAD	Assistant Professor					
8	SACHIN CHATURVEDI	Assistant Professor					
9	SHIV NARAIN GUPTA	Assistant Professor					
10	ANUJ DIXIT	Assistant Professor					
11	SHIKHA SRIVASTAVA	Assistant Professor					
12	RENU KAUSHIK	Assistant Professor					
13	KAPIL TYAGI	Associate Professor					
14	KIRTI UPADHYAY	Professor					
15	NITIN GAURAV PUNYANI	Assistant Professor					
16	HARENDRA SINGH	Assistant Professor					
17	SWATI SAXENA	Assistant Professor					
18	VIRENDER KUMAR	Associate Professor					
19	JITENDRA KUMAR TRIPATHI	Assistant Professor					
20	NIKHIL KUMAR GUPTA	Assistant Professor					
21	SYED QAISAR HUSAIN	Assistant Professor					
22	SUSHIL SINGH	Assistant Professor					
23	ABHISHEK KAUSHIK	Assistant Professor					
24	SUNIT KUMAR	Assistant Professor					
25	RANJANA DEVI	Assistant Professor					
26	MOHIT KUMAR TYAGI	Assistant Professor					
27	HARVINDER KUMAR JINDAL	Assistant Professor					
28	SHIPRA SRIVASTAVA	Assistant Professor					
29	PRIYA RAI GUPTA	Assistant Professor					
30	SHASHI KANT	Assistant Professor					
31	BRAJENDRA SINGH CHAUHAN	Professor					
32	MOTI SINGH	Professor					
33	KAPIL KUMAR	Assistant Professor					
34	VINEETA CHAUHAN	Assistant Professor					
35	RAMJI PANDEY	Assistant Professor					
36	ATTIK	Assistant Professor					
37	RISHI KUMAR SINGH	Assistant Professor					
38	ANEEP KUMAR	Assistant Professor					
39	DALVINDER KAUR MANGAL	Professor					
40	AKHILESH SINGH	Assistant Professor					
41	ADARSH KUMAR MISHRA	Assistant Professor					
42	ASHOK KUMAR SINGH	Assistant Professor					
43	ROHIT PANDEY	Assistant Professor					
44	GIRENDRA BHATI	Assistant Professor					
45	ARVIND KUMAR	Assistant Professor					
46	NITASH KAUSHIK	Professor					
47	ANIL KUMAR DUBEY	Assistant Professor					
48	BHUVNESH KHOKHAR	Assistant Professor					
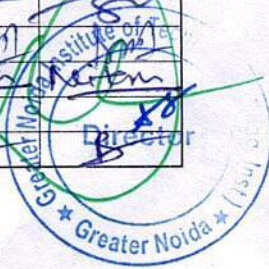
49	ATUL SINGH DURGBANS	Mechanical Engineering					
50	PUSHKAL KUMAR SHUKLA	Computer Science					
51	AKHIL MOHAN MISHRA	Mechanical Engineering					
52	SUKAMAL PAL	Mechanical Engineering					
53	RITESH KUMAR SINGH	Electronics & Communication					
54	LAKSHYA SINGH	MBA					
55	VINAY KUMAR GOYAL	Computer Science					
56	MANOJ KUMAR NISHAD	MBA					
57	POOJA SAXENA	Electronics & Communication					
58	PRADEEP PATHAK	Mechanical Engineering					
59	SHAILIKA SHARMA	Electronics & Communication					
60	SANDEEP CHAURASIA	Mechanical Engineering					
61	DEEPANSHU AGRAWAL	Information Technology					
62	ARJUN KUMAR	Computer Science					
63	SHWETA CHAUDHARY	Electronics & Communication					
64	NITIN KUMAR CHAUHAN	Electronics & Communication					
65	SIDDHARTH JAIN	Electrical Engineering					
66	GAURAV SINGH	Computer Science					
67	HARSHA GUPTA	Computer Science					
68	MOHIT KUMAR	Civil Engineering					
69	KESHAV BHATIA	MBA					
70	KALPANA SINGH	App. Sci.(Chemistry)					
71	BRAHM PAL	Civil Engineering					
72	RAKESH SHARMA	Computer Science					
73	YOGESH KUMAR	Electronics & Communication					
74	MEERA	App. Sci.(BioSci)					
75	GEETA AGARWAL	Information Technology					
76	CHANDAN GUPTA	Electronics & Instrumentation					
77	SANDEEP CHAUHAN	Mechanical Engineering					
78	DHARMESH KUMAR PATHAK	Electrical Engineering					
79	AVINASH DWIVEDI	Computer Science					
80	SUNIL KUMAR	App. Sci.(Physics)					
81	NARESH KUMAR PAL	App. Sci.(Physics)					
82	ANAND BHUSHAN PANDEY	Computer Science					
83	ASHISH SINGH	Mechanical Engineering					
84	BHANUPRATAP	Mechanical Engineering					
85	SANDHYA	Information Technology					
86	SHRESHTH KUMAR VARSHNEY	Electrical Engineering					
87	RAUNAK SULEKH	Computer Science					
88	JOHNNY DOGRA	Electronics & Communication					
89	HIMDWEEP KHURANA	Computer Science					
90	BINOD KUMAR SINGH	Civil Engineering					
91	INDU BHUSHAN	Electrical Engineering					
92	KUWAR PRATAP SINGH	Computer Science					
93	PREETI SINGH	App. Sci.(English)					
94	YATIN KUMAR AGARWAL	Computer Science					
95	SHADAB AHMAD	Mechanical Engineering					
96	PAWAN KUMAR	Electronics & Communication					
97	RAHUL DEVA	Computer Science					
98	JYOTSANA SHARMA	App. Sci.(English)					
99	SHUBHANGI SANKHYADHAR	Computer Science					
100	SUMAIYA KHANAM	Civil Engineering					
101	PUSHPENDRA KUMAR	Computer Science					
102	PREETI SHARMA	App. Sci.(Physics)					
103	SANYAM KUMAR	Computer Science					
104	SONY KUMARI	Computer Science					
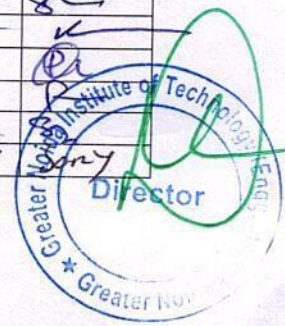
#	Name	Department	Sign	Sign	Sign	Sign	Sign
105	HARENDRA SINGH	Computer Science					
106	RAHUL GARG	Civil Engineering					
107	KARTIK KUMAR GUPTA	Mechanical Engineering					
108	RAMVEER SINGH	Information Technology					
109	RAJU RANJAN	Computer Science					
110	RAVI SHARMA	Mechanical Engineering					
111	VIKRANT	Electronics & Communication					
112	TARUN GUPTA	Mechanical Engineering					
113	MUKESH KUMAR OJHA	Electronics & Communication					
114	SACHIN TIWARI	Civil Engineering					
115	RESHU TYAGI	Computer Science					
116	ARVIND KUMAR SHARMA	App. Sci.(English)					
117	KAPIL	Electronics & Communication					
118	ESSHA NARULA	App. Sci.(English)					
119	VINOD KUMAR CHAUDHARY	Computer Science					
120	ANURAG PAL	Mechanical Engineering					
121	BARAMESHWAR PRASAD KESHARI	Mechanical Engineering					
122	SUPRANSHU R MISHRA	Civil Engineering					
123	KOMAL CHAUDHARY	Civil Engineering					
124	MOHD SALMAN	Computer Science					
125	DEEPAK KUMAR	Electronics & Communication					
126	MANJU	Civil Engineering					
127	DEEPAK TOMER	Computer Science					
128	RUBY KUMARI	App. Sci.(English)					
129	RICHA SINGH	Electronics & Communication					
130	ARPITA PATHAK	App. Sci.(English)					
131	RAM MURTI DEVI	App. Sci.(English)					
132	ANUJ KUMAR VIKAL	Mechanical Engineering					
133	RANJIT SINGH	MCA					
134	NEETA MISHRA	App. Sci.(Chemistry)					
135	RAKESH KUMAR PATHAK	App. Sci.(MBA)					
136	SHIVA SHANKAR	App. Sci.(Math)					
137	PANKAJ	Mechanical Engineering					
138	SUDHANSHU SAURABH	Information Technology					
139	SUDHANSU SEKHAR SENAPATI	Information Technology					
140	VISHWAJEET RANJAN	Mechanical Engineering					
141	RAJDEV TIWARI	Computer Science					
142	ASHUTOSH KUMAR	Mechanical Engineering					
143	RAVINDRA KUMAR	Civil Engineering					
144	SAURABH DWIVEDI	Computer Science					
145	BIRENDRA KUMAR SARASWAT	Computer Science					
146	ARTI GUPTA	Computer Science					
147	VASUDHA TIWARI	Information Technology					
148	ANKIT KUMAR	Automobile					
149	ROHIT SINGH	Civil Engineering					
150	NISHI	Electronics & Communication					
151	ANKITA AGGARWAL	Electronics & Communication					
152	BINAYAK PARASHAR	Information Technology					
153	SURESH	Information Technology					
154	SUNIL KUMAR	Electrical Engineering					
155	DEEPAK SINGH BHADAURIA	App. Sci.(Physics)					
156	PRASHANT KUMAR	App. Sci.(Math)					
157	DEEPAK KUMAR TYAGI	Computer Science					
158	MONIA	Electrical Engineering					
159	MOHD ASGHAR ZAIDI	Mechanical Engineering					
160	ANUBHAV KUMAR	Civil Engineering					
161	JITENDRA PRATAP SINGH	App. Sci.(Math)					
162	MANOJ SHARMA	Mechanical Engineering					
163	ANKIT JAYANT	Electronics & Communication					

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GREATER NOIDA INSTITUTE OF TECHNOLOGY (Engg. Institute)
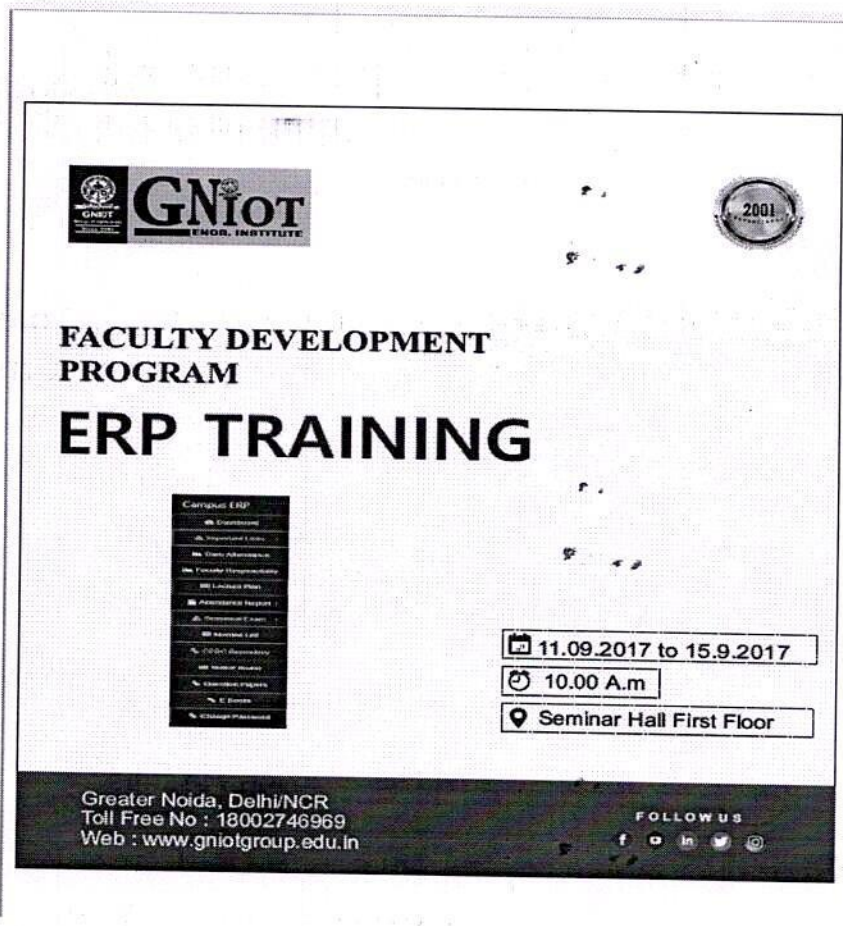
Name of Event: FACULTY DEVELOPMENT PROGRAM (FDP) ON **ERP TRAINING.**

Date of Event: 11-09-17 to 15-09-17

Time: 10:00 AM Onwards

Venue: Seminar Hall First Floor

Event Poster:

Event Description:

The Faculty Development Program (FDP) on ERP Implementation is a comprehensive training event designed to equip educators and faculty members with the knowledge and skills necessary to effectively teach and implement ERP systems in academic and organizational settings.

ERP systems have become essential tools for managing and integrating various processes like applying leaves, various notices, marks uploading/ upgradation, MIS Forms, E Books etc.

Director

![GNIOT logo] **GNIOT** ग्रेटर नोएडा इंस्टीट्यूट ऑफ टेक्नोलॉजी (इंजीनियरिंग इंस्टीट्यूट)
GREATER NOIDA INSTITUTE OF TECHNOLOGY (Engg. Institute)

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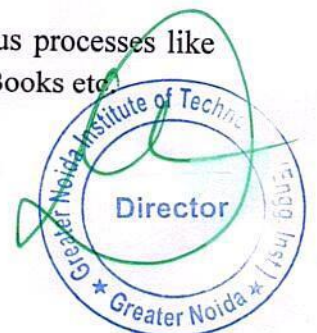
As ERP systems continue to gain prominence in the education world, it is crucial for educators to stay updated with the latest concepts, trends, and practical insights related to ERP implementation.

This FDP offers a unique opportunity for educators to enhance their understanding of ERP systems and their applications, enabling them to effectively teach ERP concepts to students and prepare them for the demands of the modern workforce.

Key Topics Covered:

Introduction to ERP: Gain a comprehensive overview of ERP systems, their history, evolution, and the benefits they offer to organizations.

ERP Modules and Functionality: Explore the core modules of an ERP system, such as finance, accounts, student support, admission, examination and administration.
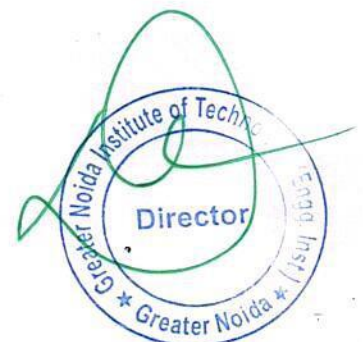
Case Studies and Best Practices: Analyze real-world case studies of successful ERP implementations, highlighting best practices, and critical success factors.

The FDP was featured a blend of lectures, hands-on workshops, interactive discussions, and case study analysis, allowing participants to gain practical insights and develop a holistic understanding of ERP implementation. Participants will also have the opportunity to network and collaborate with fellow educators, sharing experiences and exchanging ideas.

By attending this FDP on ERP Implementation, educators were better equipped to integrate ERP concepts into their curriculum, provide students with practical knowledge and skills in ERP systems.

## IMPORTANT DISCUSSION POINTS WERE ON:

1. Process of applying new ID cards for newly joined faculties and staff.

2. Upgradation of Employees ID card.

3. Previous year Question Paper.

4. Various MIS Forms.

5. Number of working days in a month as well as of previous months.

6. Apply leave on ERP.

7. CPRC Repository.

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8. Various notices of colleges and university.

9. E- Books.

10. Marks uploading on ERP.

11. Mark daily attendance.

12. Generate various kinds of reports.

13. Fees status of student under MASTER REPORT.

14. Online registration of student.

15. Online feedback mechanism.

16. Important links such as Holidays, Newsletter and Tax declaration.

Conclusion of the event:

In conclusion, the FDP on ERP Implementation empowers educators to stay updated with the latest trends and practical insights in ERP systems. By imparting this knowledge to students, educators contribute to the development of a skilled workforce capable of leveraging ERP systems to drive efficiency and success in modern organizations.

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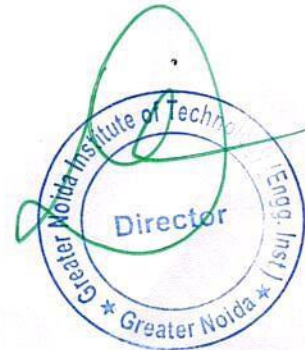
ADMINISTRATIVE TRAINING

CLEANLINESS & HYGIENE

📅 11.09.2017 to 15.09.2017

🕐 10.00 A.m

📍 MAIN CAMPUS

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GNIOT- GREATER NOIDA
Administrative training Program (Cleanliness and Hygiene)- (2017-18)

ATTENDANCE RECORD (11-09-2017 to 15-09-2017)

S. No.	Name of the participant	Designation	11-09-2017	12-09-2017	13-09-2017	14-09-2017	15-09-2017
1	MUKESH KUMAR (STORE)	ACCOUNT	*signature*	*signature*	*signature*	*signature*	*signature*
2	MUKESH KUMAR	ACCOUNT	*signature*	*signature*	*signature*	*signature*	*signature*
3	DEEPCHAND	CHEMISTRY	*signature*	*signature*	*signature*	*signature*	*signature*
4	KALI CHARAN	SWEEPER	*signature*	*signature*	*signature*	*signature*	*signature*
5	ASHOK KUMAR SINGH	REGISTRAR OFFICE	*signature*	*signature*	*signature*	*signature*	*signature*
6	RAKESH BHATI	PEON	*signature*	*signature*	*signature*	*signature*	*signature*
7	AJIT KUMAR SINGH	ELECT	*signature*	*signature*	*signature*	*signature*	*signature*
8	PAPPU YADAV	ELE	*signature*	*signature*	*signature*	*signature*	*signature*
9	ANIL MADHWAL	REGISTRAR OFFICE	*signature*	*signature*	*signature*	*signature*	*signature*
10	AMRITA MADHWAL	REGISTRAR OFFICE	*signature*	*signature*	*signature*	*signature*	*signature*

Greater Noida Institute of Technology, Greater Noida — Director (stamp)

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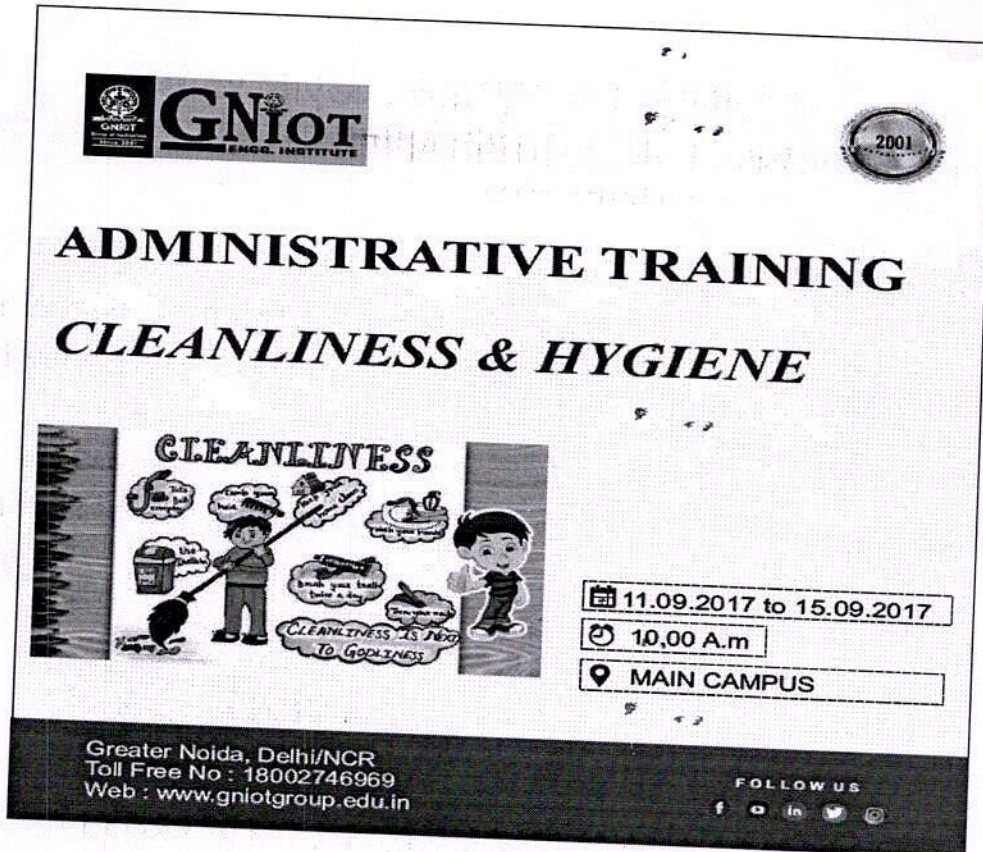
203
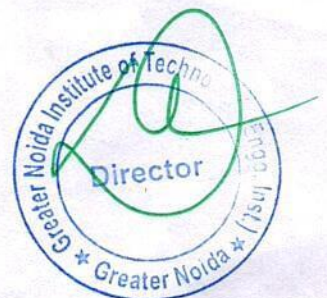
Name of Event: ADMINISTRATIVE TRAINING (AT) ON **CLEANINESS & HYGIENE**

Date of Event: 11-09-2017 to 15-09-2017
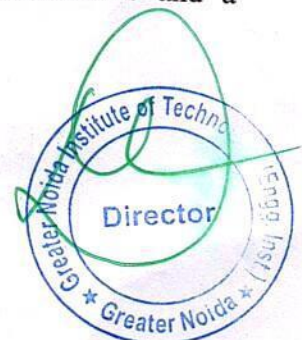
Time: 10:00 AM Onwards

Venue: Main Campus

Event Poster:

Event Description:

During this interactive training session, participants gain a comprehensive understanding of the importance of cleanliness and hygiene in a professional environment. **The training cover a wide range of topics, including:**

Importance of Cleanliness: Understanding the impact of cleanliness on employee health, productivity, and overall well-being. Exploring the connection between cleanliness and a positive work environment.

![GNIOT Logo] ग्रेटर नोएडा इंस्टीट्यूट ऑफ टेक्नोलॉजी (इंजीनियरिंग इंस्टीट्यूट)
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Best Practices for Cleaning and Sanitization: Learning effective techniques for cleaning different areas and surfaces within the workplace, including workstations, common areas, restrooms, and shared equipment. Understanding proper sanitization methods and the use of cleaning products.

Personal Hygiene: Highlighting the significance of personal hygiene in preventing the spread of germs and maintaining a healthy workplace. Exploring strategies to promote personal hygiene practices among employees.

Waste Management: Addressing proper waste disposal methods, recycling initiatives, and promoting an environmentally friendly workplace. Understanding the importance of waste segregation and its impact on the environment.

Creating a Culture of Cleanliness: Exploring strategies to foster a culture of cleanliness and hygiene within the organization. Encouraging employee involvement and responsibility in maintaining a clean work environment.

Compliance with Health and Safety Regulations: Familiarizing participants with relevant health and safety regulations and guidelines related to cleanliness and hygiene. Understanding the legal obligations of employers and employees in maintaining a clean and safe workplace.

Implementing Effective Cleaning Policies and Procedures: Developing practical policies and procedures to ensure consistent and effective cleaning practices throughout the organization. Exploring the use of technology and tools to streamline cleaning operations.

Conclusion of the event:

In conclusion, administrative training on cleanliness and hygiene was essential for promoting a healthy and productive work environment. By providing employees with the necessary knowledge and skills, organizations can maintain cleanliness standards, prevent the spread of diseases, and improve overall well-being.
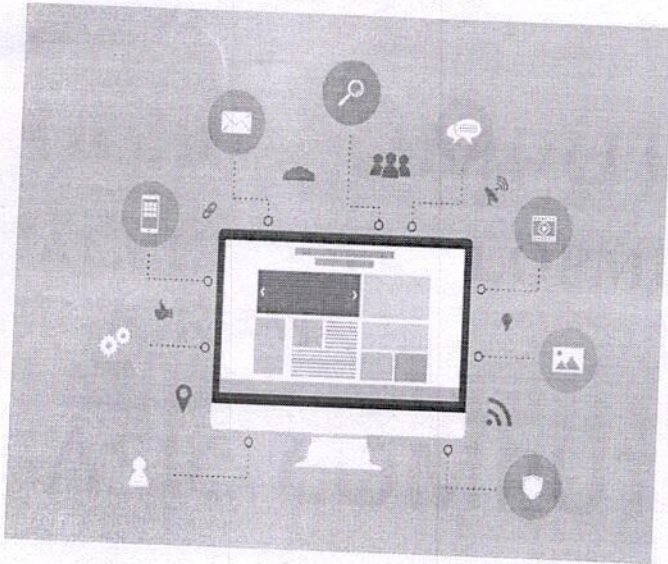
During this training, administrators emphasized the importance of cleanliness and hygiene practices, such as regular hand washing, proper waste disposal, and maintaining clean and organized workspace. They should also educate employees on the potential health risks associated with poor hygiene and the benefits of maintaining a clean environment.

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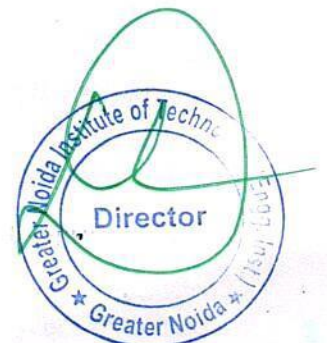
FACULTY DEVELOPMENT PROGRAM
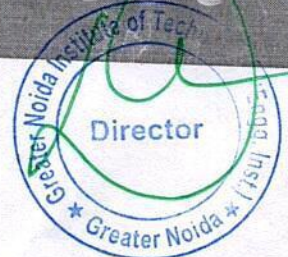
BASIC COMPUTER TRAINING

📅 12.03.2018 to 17.03.2018

⏰ 10.00 A.m

📍 Seminar Hall First Floor

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FACULTY DEVELOPMENT PROGRAM (Basic Computer Training)- (2017-18)
ATTENDANCE RECORD (12-03-2018 to 17-03-2018)

S. No.	Name of the participant	Designation	12-03-2018	13-03-2018	14-03-2018	15-03-2018	16-03-2018	17-03-2018
1	LOKESH SEGHAL	LIBRARY						
2	UMESH KUMAR SINGH	ELECT						
3	MANOJ YADAV	DRIVER	Manoj	Manoj	Manoj	Manoj	Manoj	Manoj
4	PADAM SINGH	ACCOUNT	Pada	Pada	Padam	Pada	Pada	Pardan
5	POONAM RANI	ACCOUNT						
6	AMARDEEP	ACCOUNT						
7	ANUJ GOEL	ACCOUNT	Anuj	Anuj	Anus	Anuj	Anuj	Anus
8	RAMESH CHAND SHARMA	ERP CELL						
9	JAINENDRA SINGH	ACCOUNT						
10	DEEPU KUMAR	DRIVER	Deepu	Deepu	Deepu	Deepu	Deepu	Deepu
11	RANI DEVI	SWEEPER						
12	NAUSHAD ALI	A.O						
13	ANIL KUMAR	LIBRARY						
14	VEENA RANI JOHRI	ACCOUNT						
15	MOHIT GIRI	ELECTRONICS LAB	Mohit	Mohit	Mohit	Mohit	Mohit	Mohit
16	RAVI KUMAR	MECHANICAL LAB	Ravi	Ravi	Ravi	Ravi	Ravi	Ravi
17	JWALA PRASAD SHARMA	PHYSICS LAB						
18	SATYA PRAKASH GUPTA	ELECTRICAL LAB						
19	ANITA	SWEEPER	अनिता	अनिता	अनिता	अनिता	अनिता	अनिता
20	BALJEET	SWEEPER						
21	BHUPENDER	PEON						
22	GUDDI	SWEEPER	Guddi	Guddi	Guddi	Guddi	Guddi	Guddi
23	MANSHI GARG	TEENU						
24	VIKAL	SWEEPER						
25	VINESH KUMAR LALIT	PEON						
26	DINESH PASWAN	ELE						
27	LOKESH SEGHAL	ASSTT.LIBRARIAN						
28	CHHAYA UPADHYAY	GG	Chhaya	Chhay	Chhaya	Chhayi	Chhayi	Chhaya
29	SATYA PRAKASH GUPTA	LAB TECH						

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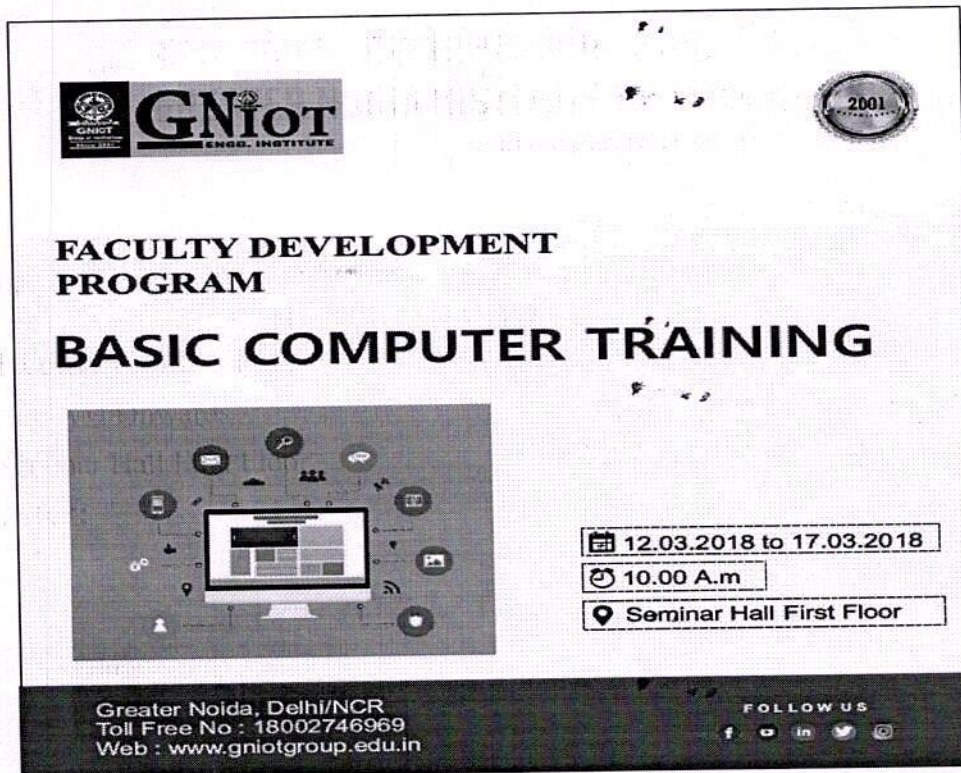
207

Name of Event: FACULTY DEVELOPMENT PROGRAM (FDP) ON **BASIC COMPUTER TRAINING.**

Date of Event: 12-03-18 to 17-03-18

Time: 10:00 AM Onwards

Venue: Seminar Hall First Floor

Event Poster:

Event Description:

The faculty development program on basic computer training, organized by the chairman and director of our institution, was simply enthralling. As faculties walked into the seminar hall, eyes were immediately drawn to the numerous laptops that had been set up for us. The air was thick with anticipation as we waited for our instructors to begin their presentation. They started off with an engaging introduction that instantly captured our attention and held it throughout the session. Through a series of interactive activities and hands-on exercises, they took us through all the basics of computing - from operating systems to word processing software in a fun and easy to understand manner.
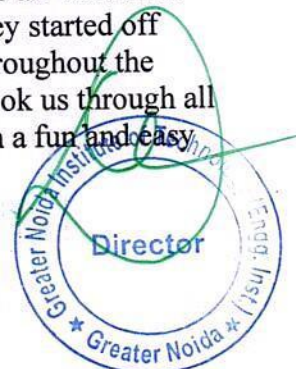
As we worked on each task at hand, there was never any moment where we felt overwhelmed or lost. Our experienced trainers made sure everyone stayed engaged by taking frequent breaks between sessions and answering every question thrown their way with utmost care.

By the end of this faculty development program, not only did we have newfound confidence in using computers but also a deeper appreciation for technology's role in teaching pedagogy. This event is proof positive that when it comes to learning new things, anything can be possible if you're willing enough to put in some effort!

The faculty development program on basic computer training is being organised by none other than the chairman and director themselves. That's right, these two visionaries have seen a need for enhanced technological proficiency among their teaching and non teaching staff and are taking matters into their own hands. This program promises to cover all of the fundamental aspects of computing, from word processing to spreadsheet creation and beyond. With a curriculum designed specifically for educators, participants will gain valuable insights into how technology can be used in the classroom to enhance learning outcomes. But that's not all; this program also includes interactive workshops, group discussions, and one-on-one coaching sessions with experts in the field!

Conclusion of the event:

In conclusion, participating in a Basic Computer Training program, was highly beneficial for individuals seeking to enhance their computer skills. Such programs provide a comprehensive overview of fundamental computer concepts, software applications, and practical techniques necessary for efficient computer usage.

By participating in a Basic Computer Training, individuals can expect to gain several advantages. Firstly, they will acquire a solid understanding of computer hardware components, operating systems, and software applications commonly used in various industries. This knowledge will enable them to navigate computer systems confidently, troubleshoot basic issues, and make informed decisions when selecting appropriate software tools.

Additionally, a Basic Computer Training FDP often covers essential productivity tools like word processors, spreadsheets, and presentation software. Participants can learn how to create professional-looking documents, analyze data, and deliver effective presentations, thereby improving their efficiency and effectiveness in the workplace.

Furthermore, individuals attending such programs will likely gain insights into internet usage, including web browsing, email communication, and online research. They can learn best practices for online security, data privacy, and ethical considerations, which are increasingly important in today's digital landscape.