



### **6.3.3**

**Total number of Teaching &  
Non-teaching staff  
participating in FDP / MDP /  
Administrative Training  
Annual Report (2018-19)**

**Greater Noida Institute of Technology (Engg. Institute)**

**Plot No. 7, Knowledge Park II, Greater Noida  
Uttar Pradesh 201310 India**







# 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

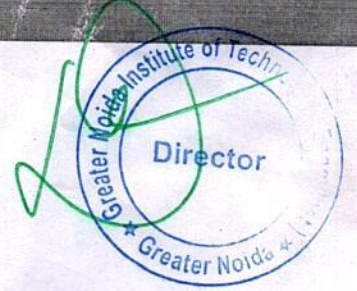
15.10.2018 to 19.10.2018

10.00 A.m

Seminar Hall Ground Floor

Greater Noida, Delhi/NCR  
Toll Free No : 18002746969  
Web : www.gniotgroup.edu.in

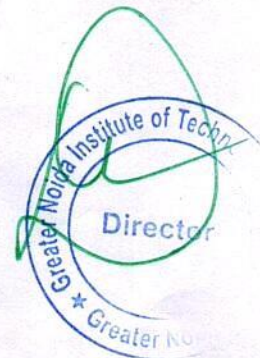
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## ATTENDANCE RECORD (15-10-2018 to 19-10-2018)

| S. No. | Name of the participant | Designation         | 15-10-2018          | 16-10-2018          | 17-10-2018          | 18-10-2018          | 19-10-2018          |
|--------|-------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 1      | ANKIT KAUSHIK           | Assistant Professor | <i>A. Kaushik</i>   | <i>A. Kaushik</i>   | <i>A. Kaushik</i>   | <i>A. Kaushik</i>   | <i>A. Kaushik</i>   |
| 2      | SUBODH SIWACH           | Assistant Professor | <i>S. Siwach</i>    | <i>S. Siwach</i>    | <i>S. Siwach</i>    | <i>S. Siwach</i>    | <i>S. Siwach</i>    |
| 3      | UDAY ARUN               | Assistant Professor | <i>U. Arun</i>      | <i>U. Arun</i>      | <i>U. Arun</i>      | <i>U. Arun</i>      | <i>U. Arun</i>      |
| 4      | SHWETA TYAGI            | Assistant Professor | <i>S. Tyagi</i>     | <i>S. Tyagi</i>     | <i>S. Tyagi</i>     | <i>S. Tyagi</i>     | <i>S. Tyagi</i>     |
| 5      | ANKITA SINGH            | Assistant Professor | <i>A. Singh</i>     | <i>A. Singh</i>     | <i>A. Singh</i>     | <i>A. Singh</i>     | <i>A. Singh</i>     |
| 6      | MANOJ KUMAR GUPTA       | Assistant Professor | <i>M. Gupta</i>     | <i>M. Gupta</i>     | <i>M. Gupta</i>     | <i>M. Gupta</i>     | <i>M. Gupta</i>     |
| 7      | JAWAHAR LAL PANDEY      | Assistant Professor | <i>J. L. Pandey</i> | <i>J. L. Pandey</i> | <i>J. L. Pandey</i> | <i>J. L. Pandey</i> | <i>J. L. Pandey</i> |
| 8      | ASHWANI KUMAR SINGH     | Assistant Professor | <i>A. Singh</i>     | <i>A. Singh</i>     | <i>A. Singh</i>     | <i>A. Singh</i>     | <i>A. Singh</i>     |
| 9      | SHILPI RATAN SHAKYA     | Assistant Professor | <i>S. Shaky</i>     | <i>S. Shaky</i>     | <i>S. Shaky</i>     | <i>S. Shaky</i>     | <i>S. Shaky</i>     |
| 10     | PRATIMA MISHRA          | Assistant Professor | <i>P. Mishra</i>    | <i>P. Mishra</i>    | <i>P. Mishra</i>    | <i>P. Mishra</i>    | <i>P. Mishra</i>    |
| 11     | SANGHDEEP GAUTAM        | Assistant Professor | <i>S. Gautam</i>    | <i>S. Gautam</i>    | <i>S. Gautam</i>    | <i>S. Gautam</i>    | <i>S. Gautam</i>    |





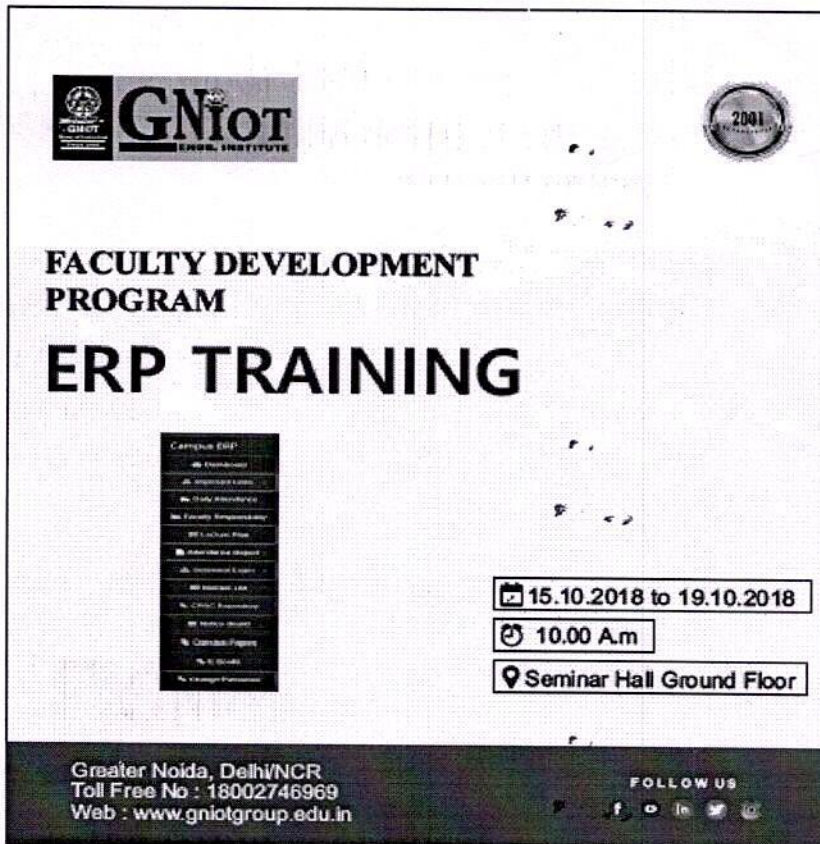
**Name of Event:** FACULTY DEVELOPMENT PROGRAM (FDP) ON ERP TRAINING.

**Date of Event:** 15-10-18 to 19-10-18

**Time:** 10:00 AM Onwards

**Venue:** Seminar Hall Ground Floor

**Event Poster:**



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**FACULTY DEVELOPMENT PROGRAM**

**ERP TRAINING**

Campus ERP

- Accounting
- Inventory Control
- Human Resources
- Faculty Compensation
- ERP Customized Flow
- Administrative and Support
- Information System
- ERP Business Case
- ERP Case Study
- ERP Project
- ERP Success
- ERP Implementation

15.10.2018 to 19.10.2018

10.00 A.m

Seminar Hall Ground Floor

Greater Noida, Delhi/NCR  
Toll Free No : 18002746969  
Web : www.gniotgroup.edu.in

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### 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.





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.

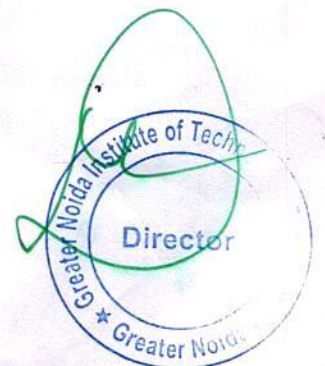
**Case Studies and Best Practices:** Analyze real-world case studies of successful ERP implementations, highlighting best practices, and critical success factors.

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.

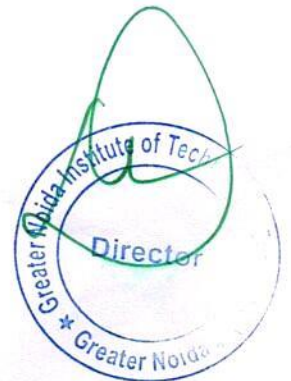




8. Various notices of colleges and university.
9. E- Books.
10. Marks uploading on ERP.
11. Mark daily attendance.
12. Generate various kinds of reports.
13. Fees status of student under MASTER REPORT.
14. Online registration of student.
15. Online feedback mechanism.
16. Important links such as Holidays, 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.

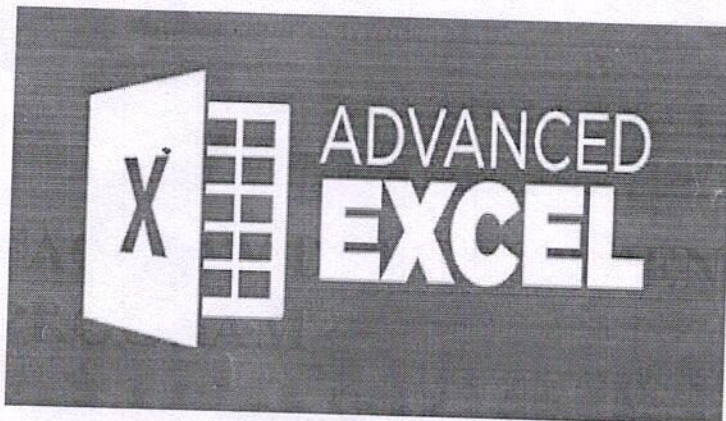









## FACULTY DEVELOPMENT PROGRAM

# ADVANCE EXCEL



 06.08.2018 to 10.08.2018

 10.00 AM

 Seminar Hall Ground Floor

Greater Noida, Delhi/NCR  
Toll Free No : 18002746969  
Web : [www.gniotgroup.edu.in](http://www.gniotgroup.edu.in)

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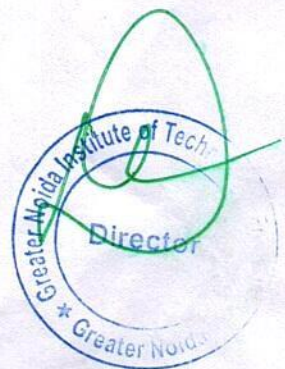


## GNIOT- GREATER NOIDA

## FACULTY DEVELOPMENT PROGRAM (Advance Excel Training)- (2018-19)

## ATTENDANCE RECORD (06-08-2018 to 10-08-2018)

| S. No. | Name of the participant | Designation         | 06-08-2018      | 07-08-2018      | 08-08-2018      | 09-08-2018      | 10-08-2018      |
|--------|-------------------------|---------------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| 1      | MINAKSHI AWASTHI        | Associate Professor | <i>Minakshi</i> | <i>Minakshi</i> | <i>Minakshi</i> | <i>Minakshi</i> | <i>Minakshi</i> |
| 2      | ASIF KHAN               | Assistant Professor | <i>Asif</i>     | <i>Asif</i>     | <i>Asif</i>     | <i>Asif</i>     | <i>Asif</i>     |
| 3      | RAVINDRA KUMAR          | Professor           | <i>RK</i>       | <i>RK</i>       | <i>RK</i>       | <i>RK</i>       | <i>RK</i>       |
| 4      | PRIYESH TIWARI          | Assistant Professor | <i>P</i>        | <i>P</i>        | <i>P</i>        | <i>P</i>        | <i>P</i>        |
| 5      | GAGAN VARSHNEY          | Assistant Professor | <i>G</i>        | <i>G</i>        | <i>G</i>        | <i>G</i>        | <i>G</i>        |
| 6      | ASHWINI KUMAR VERMA     | Assistant Professor | <i>A</i>        | <i>A</i>        | <i>A</i>        | <i>A</i>        | <i>A</i>        |
| 7      | SERAJ AHAMAD            | Assistant Professor | <i>Sera</i>     | <i>Sera</i>     | <i>Sera</i>     | <i>Sera</i>     | <i>Sera</i>     |
| 8      | SACHIN CHATURVEDI       | Assistant Professor | <i>Sachin</i>   | <i>Sachin</i>   | <i>Sachin</i>   | <i>Sachin</i>   | <i>Sachin</i>   |
| 9      | SHIV NARAIN GUPTA       | Assistant Professor | <i>Shiv</i>     | <i>Shiv</i>     | <i>Shiv</i>     | <i>Shiv</i>     | <i>Shiv</i>     |
| 10     | ANUJ DIXIT              | Assistant Professor | <i>A</i>        | <i>A</i>        | <i>A</i>        | <i>A</i>        | <i>A</i>        |
| 11     | SHIKHA SRIVASTAVA       | Assistant Professor | <i>Shikha</i>   | <i>Shikha</i>   | <i>Shikha</i>   | <i>Shikha</i>   | <i>Shikha</i>   |
| 12     | RENU KAUSHIK            | Assistant Professor | <i>Renu</i>     | <i>Renu</i>     | <i>Renu</i>     | <i>Renu</i>     | <i>Renu</i>     |
| 13     | KAPIL TYAGI             | Associate Professor | <i>Kapil</i>    | <i>Kapil</i>    | <i>Kapil</i>    | <i>Kapil</i>    | <i>Kapil</i>    |
| 14     | KIRTI UPADHYAY          | Professor           | <i>Kirti</i>    | <i>Kirti</i>    | <i>Kirti</i>    | <i>Kirti</i>    | <i>Kirti</i>    |
| 15     | NITIN GAURAV PUNYANI    | Assistant Professor | <i>Nitin</i>    | <i>Nitin</i>    | <i>Nitin</i>    | <i>Nitin</i>    | <i>Nitin</i>    |





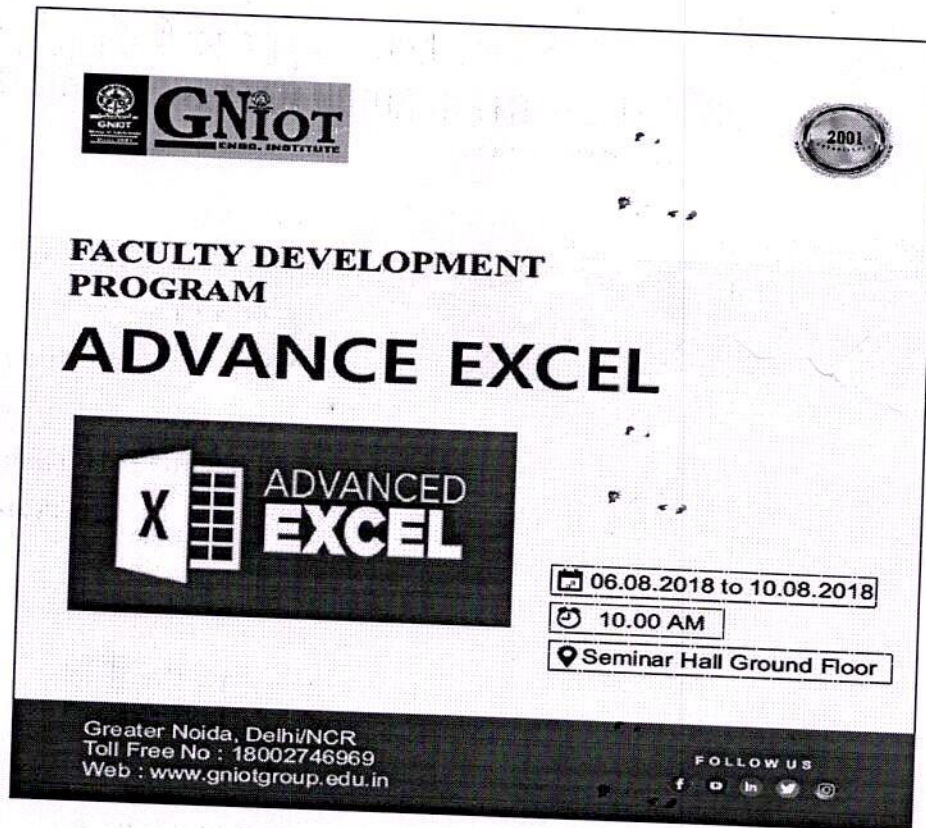
**Name of Event:** FACULTY DEVELOPMENT PROGRAM (FDP) ON "ADVANCE EXCEL"

**Date of Event:** 06-08-18 to 10-08-18

**Time:** 10:00 AM Onwards

**Venue:** Seminar Hall Ground Floor

**Event Poster:**



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**FACULTY DEVELOPMENT PROGRAM**

**ADVANCE EXCEL**

**X** **ADVANCED EXCEL**

06.08.2018 to 10.08.2018

10.00 AM

Seminar Hall Ground Floor

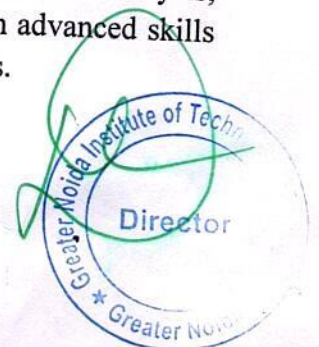
Greater Noida, Delhi/NCR  
Toll Free No : 18002746969  
Web : www.gniotgroup.edu.in

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**Event Description:**

It was pleased to announce the Faculty Development Program (FDP) on Advanced Excel, designed to enhance the proficiency of faculty members in utilizing Excel for data analysis, automation, and decision-making. This program aims to equip participants with advanced skills and techniques that can be applied in various academic and professional contexts.





**Program Highlights:**

**Advanced Excel Functions and Formulas:** Learn how to leverage advanced functions and formulas in Excel to perform complex calculations, manipulate data, and automate repetitive tasks.

**Data Analysis Techniques:** Explore powerful data analysis tools and techniques in Excel, including sorting, filtering, pivot tables, and data visualization. Gain insights from large datasets and effectively present data using charts and graphs.

**Macros and Automation:** Discover the capabilities of Excel macros and learn how to automate tasks, create custom functions, and streamline workflows. Increase efficiency and productivity by reducing manual work.

**Advanced Charting and Visualization:** Dive into advanced charting options in Excel to create visually appealing and informative charts. Learn how to customize charts, apply data labels, and add trendlines to effectively communicate insights.

**Data Validation and Protection:** Understand how to implement data validation techniques to ensure data integrity and accuracy. Explore methods to protect sensitive information and control access to Excel files.

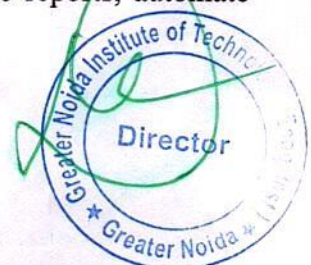
**Solver and Goal Seek:** Master the Solver tool in Excel to solve complex optimization problems and achieve desired outcomes. Use Goal Seek to find the input values required to reach a specific goal.

**Practical Exercises and Case Studies:** Engage in hands-on exercises and real-life case studies to reinforce the concepts learned during the program. Apply advanced Excel techniques to solve practical problems faced by educators and researchers.

**Interaction and Networking:** Benefit from an interactive learning environment, where participants can network with fellow faculty members, share experiences, and exchange ideas. Collaborate and build a community of practice for ongoing support.

**Conclusion of the event:**

Advanced Excel skills are highly valuable and can significantly enhance one's productivity and efficiency in data analysis and management. Excel offers a wide range of advanced features and functions that enable users to perform complex calculations, create dynamic reports, automate tasks, and visualize data effectively.





By mastering advanced Excel techniques such as pivot tables, advanced formulas and functions, data validation, conditional formatting, macros, and VBA programming, individuals can unlock the full potential of Excel as a powerful tool for data manipulation and analysis.

Advanced Excel skills are particularly beneficial in various professional domains, including finance, accounting, marketing, data analysis, and project management. Proficiency in advanced Excel can help professionals streamline their workflows, make informed business decisions, identify patterns and trends, and present data in a clear and visually appealing manner.

Furthermore, advanced Excel skills are highly sought after by employers, as they demonstrate a candidate's ability to handle complex data-related tasks and solve problems efficiently. These skills can significantly improve job prospects and open up opportunities for career advancement.

In summary, investing time and effort to develop advanced Excel skills can be highly rewarding, both personally and professionally. The ability to leverage Excel's advanced features empowers individuals to manipulate and analyze data effectively, thereby enhancing their productivity and decision-making capabilities in various fields.

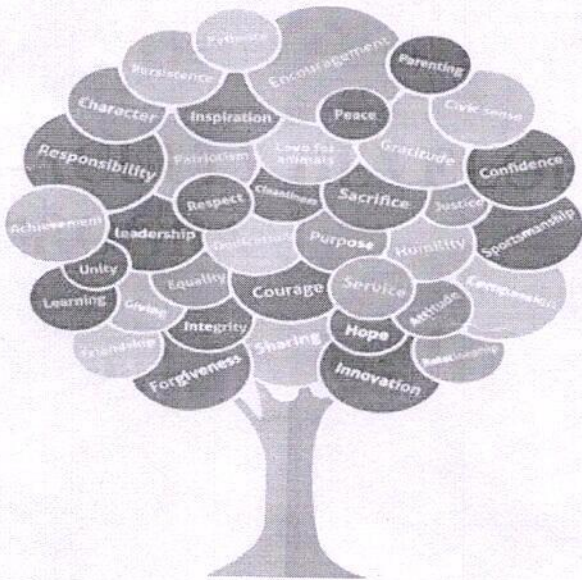






# FACULTY DEVELOPMENT PROGRAM

## Human Values & Professional Ethics



📅 04.03.2019 to 08.03.2019

🕒 10.00 A.m

📍 Seminar Hall Ground Floor

Greater Noida, Delhi/NCR  
Toll Free No : 18002746969  
Web : [www.gniotgroup.edu.in](http://www.gniotgroup.edu.in)

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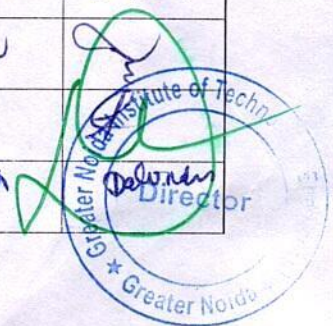




GNIOT- GREATER NOIDA  
FACULTY DEVELOPMENT PROGRAM (Human Values and Professional Ethics)- (2018-19)

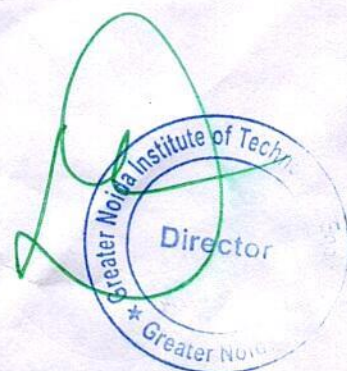
ATTENDANCE RECORD (04-03-2019 to 08-03-2019)

| S. No. | Name of the participant | Designation         | 04-03-2019     | 05-03-2019     | 06-03-2019     | 07-03-2019     | 08-03-2019     |
|--------|-------------------------|---------------------|----------------|----------------|----------------|----------------|----------------|
| 1      | HARENDRA SINGH          | Assistant Professor |                |                |                |                |                |
| 2      | SWATI SAXENA            | Assistant Professor |                |                |                |                |                |
| 3      | VIRENDER KUMAR          | Associate Professor |                |                |                |                |                |
| 4      | JITENDRA KUMAR TRIPATHI | Assistant Professor |                |                |                |                |                |
| 5      | NIKHIL KUMAR GUPTA      | Assistant Professor |                |                |                |                |                |
| 6      | SYED QAISAR HUSAIN      | Assistant Professor |                |                |                |                |                |
| 7      | SUSHIL SINGH            | Assistant Professor |                |                |                |                |                |
| 8      | ABHISHEK KAUSHIK        | Assistant Professor |                |                |                |                |                |
| 9      | SUNIT KUMAR             | Assistant Professor |                |                |                |                |                |
| 10     | RANJANA DEVI            | Assistant Professor | <u>Ranjana</u> | <u>Ranjana</u> | <u>Ranjana</u> | <u>Ranjana</u> | <u>Ranjana</u> |
| 11     | MOHIT KUMAR TYAGI       | Assistant Professor |                |                |                |                |                |
| 12     | HARVINDER KUMAR JINDAL  | Assistant Professor |                |                |                |                |                |
| 13     | SHIPRA SRIVASTAVA       | Assistant Professor |                |                |                |                |                |
| 14     | PRIYA RAI GUPTA         | Assistant Professor |                |                |                |                |                |
| 15     | SHASHI KANT             | Assistant Professor |                |                |                |                |                |
| 16     | BRAJENDRA SINGH CHAUHAN | Professor           |                |                |                |                |                |
| 17     | MOTI SINGH              | Professor           |                |                |                |                |                |
| 18     | KAPIL KUMAR             | Assistant Professor |                |                |                |                |                |
| 19     | VINEETA CHAUHAN         | Assistant Professor |                |                |                |                |                |
| 20     | RAMJI PANDEY            | Assistant Professor |                |                |                |                |                |
| 21     | ATTIK                   | Assistant Professor |                |                |                |                |                |
| 22     | RISHI KUMAR SINGH       | Assistant Professor |                |                |                |                |                |
| 23     | ANEEP KUMAR             | Assistant Professor |                |                |                |                |                |
| 24     | DALVINDER KAUR MANGAL   | Professor           |                |                |                |                |                |





|    |                     |                     |          |          |          |          |          |
|----|---------------------|---------------------|----------|----------|----------|----------|----------|
| 25 | AKHILESH SINGH      | Assistant Professor | A        | A        | A        | A        | A        |
| 26 | ADARSH KUMAR MISHRA | Assistant Professor | AD       | AR       | AR       | AR       | AR       |
| 27 | ASHOK KUMAR SINGH   | Assistant Professor | AK       | AK       | AK       | AK       | AK       |
| 28 | ROHIT PANDEY        | Assistant Professor | Rp       | Rp       | Rp       | Rp       | Rp       |
| 29 | GIRENDRA BHATI      | Assistant Professor | Gm       | Gm       | Gm       | Gm       | Gm       |
| 30 | ARVIND KUMAR        | Assistant Professor | Am       | Am       | Am       | Am       | Am       |
| 31 | NITASH KAUSHIK      | Professor           | Nitash   | Nitash   | Nitash   | Nitash   | Nitash   |
| 32 | ANIL KUMAR DUBEY    | Assistant Professor | AS       | AS       | AS       | AS       | AS       |
| 33 | BHUVNESH KHOKHAR    | Assistant Professor | Bh       | Bh       | Bh       | Bh       | Bh       |
| 34 | ANJU SINGHAL        | Assistant Professor | An       | An       | An       | An       | An       |
| 35 | SHRESHTHA BOHRA     | Assistant Professor | Shrestha | Shrestha | Shrestha | Shrestha | Shrestha |
| 36 | SHEFALI KAPOOR      | Assistant Professor | Shfali   | Shfali   | Shfali   | Shfali   | Shfali   |
| 37 | SWADESH KUMAR SINGH | Assistant Professor | Swadesh  | Swadesh  | Swadesh  | Swadesh  | Swadesh  |
| 38 | VIVEK KUMAR SINGH   | Assistant Professor | Viv      | Viv      | Viv      | Viv      | Viv      |
| 39 | ANJUM               | Assistant Professor | Anj      | Anj      | Anj      | Anj      | Anj      |
| 40 | MAINAZ              | Assistant Professor | Mn       | Mn       | Mn       | Mn       | Mn       |
| 41 | LALIT KUMAR         | Assistant Professor | Lk       | Lk       | Lk       | Lk       | Lk       |





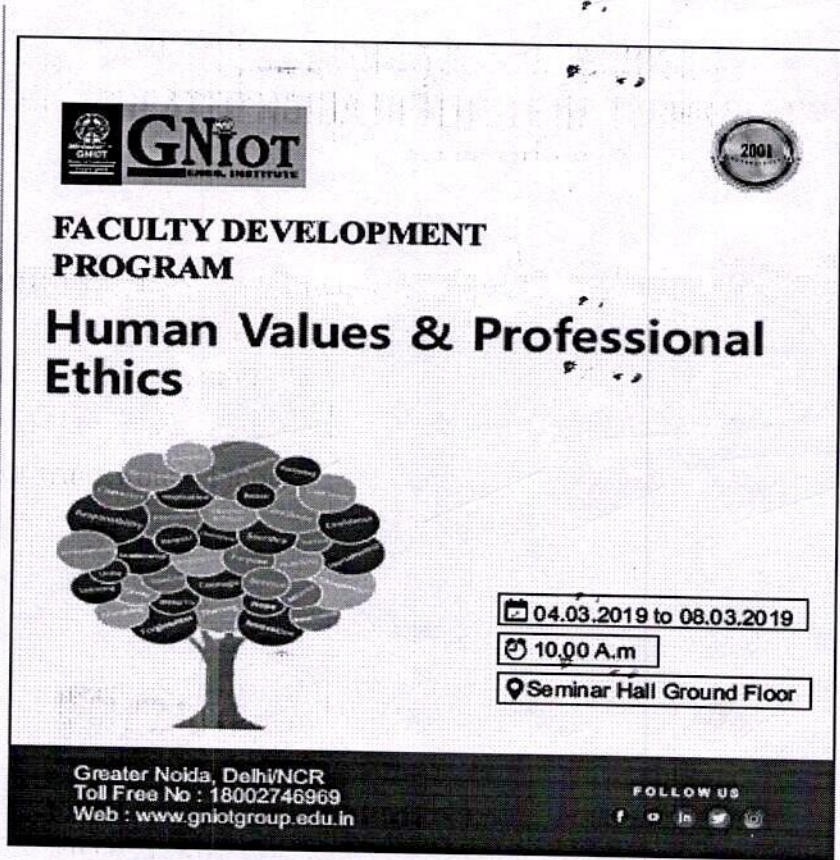
**Name of Event:** FACULTY DEVELOPMENT PROGRAM (FDP) on “Human Value & Professional Ethics”

**Date of Event:** 04-03-19 to 08-03-19

**Time:** 10:00 AM Onwards

**Venue:** Seminar Hall Ground Floor

**Event Poster:**



**GNIOT**  
ENGG. INSTITUTE

**FACULTY DEVELOPMENT PROGRAM**

**Human Values & Professional Ethics**

04.03.2019 to 08.03.2019

10.00 A.m

Seminar Hall Ground Floor

Greater Noida, Delhi/NCR  
Toll Free No : 18002746969  
Web : www.gniotgroup.edu.in

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**Event Description:**

The Faculty Development Program (FDP) on Human Values & Professional Ethics was a comprehensive training event designed to foster ethical awareness and cultivate a strong moral foundation among educators and faculty members. This program aims to equip participants with the knowledge, skills, and perspectives necessary to effectively teach and promote human values and professional ethics in academic and professional settings.





In today's complex and rapidly changing world, it is essential for educators to not only impart academic knowledge but also instill in students a strong sense of ethical conduct, empathy, integrity, and social responsibility. This FDP offered an invaluable opportunity for educators to enhance their understanding of human values and professional ethics and develop strategies for integrating them into their teaching practices.

### Key Topics to be Covered:

**Introduction to Human Values:** Explore the fundamental principles and concepts of human values, including respect, honesty, compassion, fairness, and responsibility. Understand their relevance in personal and professional contexts.

**Ethical Theories and Frameworks:** Examine various ethical theories and frameworks that provide a foundation for ethical decision-making and behavior. Discuss their application in academic and professional environments.

**Ethical Issues in Education and Research:** Delve into ethical considerations and dilemmas faced by educators and researchers, such as plagiarism, academic integrity, conflicts of interest, confidentiality, and responsible conduct of research.

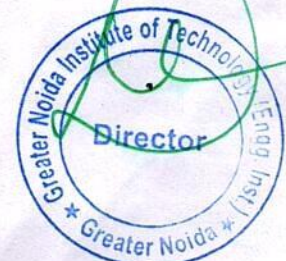
**Integrating Human Values and Ethics in Curriculum:** Learn strategies to infuse human values and ethics across different disciplines and courses. Explore methods to create meaningful learning experiences that promote ethical reasoning and decision-making.

**Role Modeling and Teaching Ethics:** Understand the importance of personal ethics and the role of educators as ethical role models. Discover effective pedagogical approaches to teach ethics, promote ethical discussions, and foster ethical behavior among students.

**Ethical Leadership and Professionalism:** Explore the characteristics and responsibilities of ethical leaders and professionals. Discuss the importance of integrity, accountability, and ethical decision-making in professional settings.

**Promoting Inclusivity and Cultural Sensitivity:** Examine the significance of cultural diversity, inclusivity, and sensitivity in ethical considerations. Learn strategies for addressing biases, promoting fairness, and creating inclusive educational environments.

The FDP incorporated a variety of interactive sessions, case studies, group discussions, and experiential learning activities to facilitate participants understanding and application of human values and professional ethics. Participants got the opportunity to network with like-minded educators, share experiences, and collaborate on the development of ethical teaching practices.





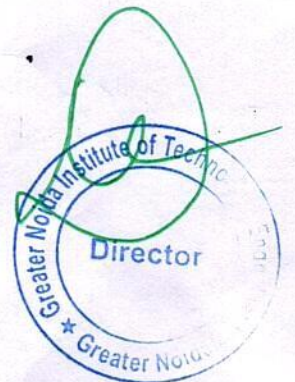
By attending this FDP on Human Values & Professional Ethics, educators got equipped to integrate ethical considerations into their curriculum, promote ethical behavior among students, and foster a culture of integrity and responsibility. They will contribute to nurturing well-rounded individuals who not only excel academically but also demonstrate ethical behavior and contribute positively to society.

### **Conclusion of the event:**

In conclusion, the Faculty Development Program (FDP) on Human Values & Professional Ethics provided educators with a platform to enhance their understanding and skills in teaching and promoting ethical behavior and values among students. This program recognized the importance of instilling a strong moral foundation in academic and professional settings.

Through this FDP, participants delved into fundamental principles of human values, ethical theories, and frameworks that guide ethical decision-making. They explored ethical issues specific to education and research, such as academic integrity, responsible conduct, and confidentiality. Additionally, participants learn strategies to integrate human values and ethics into the curriculum, foster ethical discussions, and develop ethical reasoning skills among students.

The program emphasized the role of educators as ethical role models and leaders, highlighting the significance of personal ethics and ethical leadership. Participants gain insights into promoting inclusivity, cultural sensitivity, and addressing biases in ethical considerations. They engage in interactive sessions, case studies, and experiential learning activities to enhance their understanding and application of human values and professional ethics.







# ADMINISTRATIVE TRAINING

## *CLEANLINESS & HYGIENE*



📅 15.10.2018 to 19.10.2018

🕒 10.00 A.m

📍 MAIN CAMPUS

Greater Noida, Delhi/NCR  
Toll Free No : 18002746969  
Web : [www.gniotgroup.edu.in](http://www.gniotgroup.edu.in)

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GNIOT- GREATER NOIDA  
Administrative training Program (Cleanliness and Hygiene)- (2018-19)

## ATTENDANCE RECORD (15-10-2018 to 19-10-2018)

| S. No. | Name of the participant | Designation | 15-10-2018         | 16-10-2018         | 17-10-2018         | 18-10-2018         | 19-10-2018         |
|--------|-------------------------|-------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| 1      | LOKESH SEGHAL           | LIBRARY     | <i>Lokesh</i>      | <i>Lokesh</i>      | <i>Lokesh</i>      | <i>Lokesh</i>      | <i>Lokesh</i>      |
| 2      | UMESH KUMAR SINGH       | ELECT       | <i>Umesh</i>       | <i>Umesh</i>       | <i>Umesh</i>       | <i>Umesh</i>       | <i>Umesh</i>       |
| 3      | MANOJ YADAV             | DRIVER      | <i>Manoj</i>       | <i>Manoj</i>       | <i>Manoj</i>       | <i>Manoj</i>       | <i>Manoj</i>       |
| 4      | PADAM SINGH             | ACCOUNT     | <i>Padam</i>       | <i>Padam</i>       | <i>Padam</i>       | <i>Padam</i>       | <i>Padam</i>       |
| 5      | POONAM RANI             | ACCOUNT     | <i>Poonam Rani</i> | <i>Poonam Rani</i> | <i>Poonam Rani</i> | <i>Poonam Rani</i> | <i>Poonam Rani</i> |
| 6      | AMARDEEP                | ACCOUNT     | <i>Amardeep</i>    | <i>Amardeep</i>    | <i>Amardeep</i>    | <i>Amardeep</i>    | <i>Amardeep</i>    |
| 7      | ANUJ GOEL               | ACCOUNT     | <i>Anuj</i>        | <i>Anuj</i>        | <i>Anuj</i>        | <i>Anuj</i>        | <i>Anuj</i>        |
| 8      | RAMESH CHAND SHARMA     | ERP CELL    | <i>Ramesh</i>      | <i>Ramesh</i>      | <i>Ramesh</i>      | <i>Ramesh</i>      | <i>Ramesh</i>      |
| 9      | JAINENDRA SINGH         | ACCOUNT     | <i>Js</i>          | <i>Js</i>          | <i>Js</i>          | <i>Js</i>          | <i>Js</i>          |
| 10     | DEEPU KUMAR             | DRIVER      | <i>Deepu</i>       | <i>Deepu</i>       | <i>Deepu</i>       | <i>Deepu</i>       | <i>Deepu</i>       |





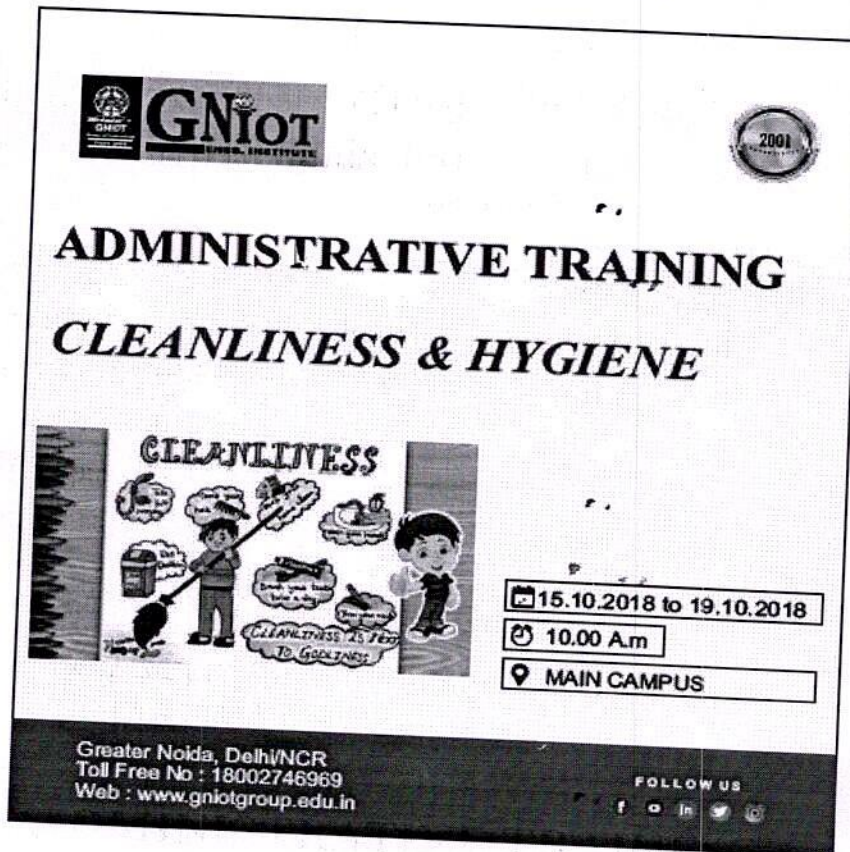
**Name of Event:** ADMISTRATIVE TRAINING (AT) ON CLEANINESS & HYGIENE

**Date of Event:** 15-10-2018 to 19-10-2018

**Time:** 10:00 AM Onwards

**Venue:** Main Campus

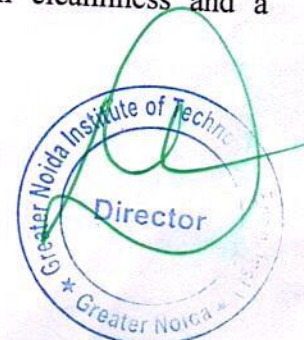
**Event Poster:**



**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.





**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.

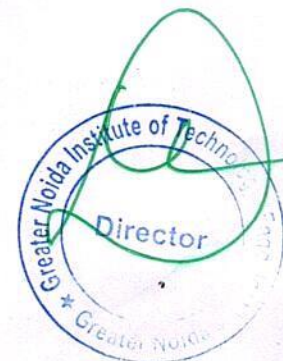
**Compliance with Health and Safety Regulations:** Familiarizing participants with relevant health and safety regulations and guidelines related to cleanliness and hygiene. Understanding the legal obligations of employers and employees in maintaining a clean and safe workplace.

**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.










## PERSONAL DEVELOPMENT PROGRAM

# IMPORTANCE OF YOGA



 06.08.2018 to 10.08.2018

 09.15 A.m

 Main ground

Greater Noida, Delhi/NCR  
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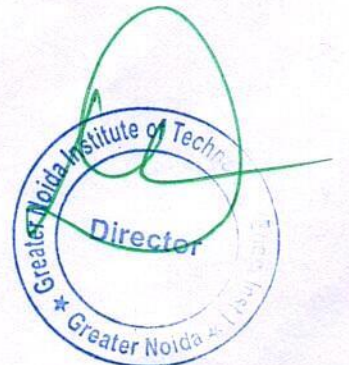




GNIOT- GREATER NOIDA  
PERSONALITY DEVELOPMENT PROGRAM (Importance of Yoga)- (2018-19)

ATTENDANCE RECORD (06-08-2018 to 10-08-2018)

| S. No. | Name of the participant | Designation      | 06-08-2018 | 07-08-2018 | 08-08-2018 | 09-08-2018 | 10-08-2018 |
|--------|-------------------------|------------------|------------|------------|------------|------------|------------|
| 1      | MUKESH KUMAR (STORE)    | ACCOUNT          | Mukesh     | Mukesh     | Mukesh     | Mukesh     | Mukesh     |
| 2      | MUKESH KUMAR            | ACCOUNT          | Mu         | Mu         | Mu         | Mu         | Mu         |
| 3      | DEEPCHAND               | CHEMISTRY        | Dee        | Dee        | Dee        | Dee        | Dee        |
| 4      | KALI CHARAN             | SWEEPER          | K          | K          | K          | K          | K          |
| 5      | ASHOK KUMAR SINGH       | REGISTRAR OFFICE | A          | A          | A          | A          | A          |
| 6      | RAKESH BHATI            | PEON             | Ra         | Ra         | Ra         | Ra         | Ra         |
| 7      | AJIT KUMAR SINGH        | ELECT            | Aj         | Aj         | Aj         | Aj         | Aj         |
| 8      | PAPPU YADAV             | ELE              | Pa         | Pa         | Pa         | Pa         | Pa         |
| 9      | ANIL MADHWAL            | REGISTRAR OFFICE | An         | An         | An         | An         | An         |
| 10     | AMRITA MADHWAL          | REGISTRAR OFFICE | Am         | Am         | Am         | Am         | Am         |





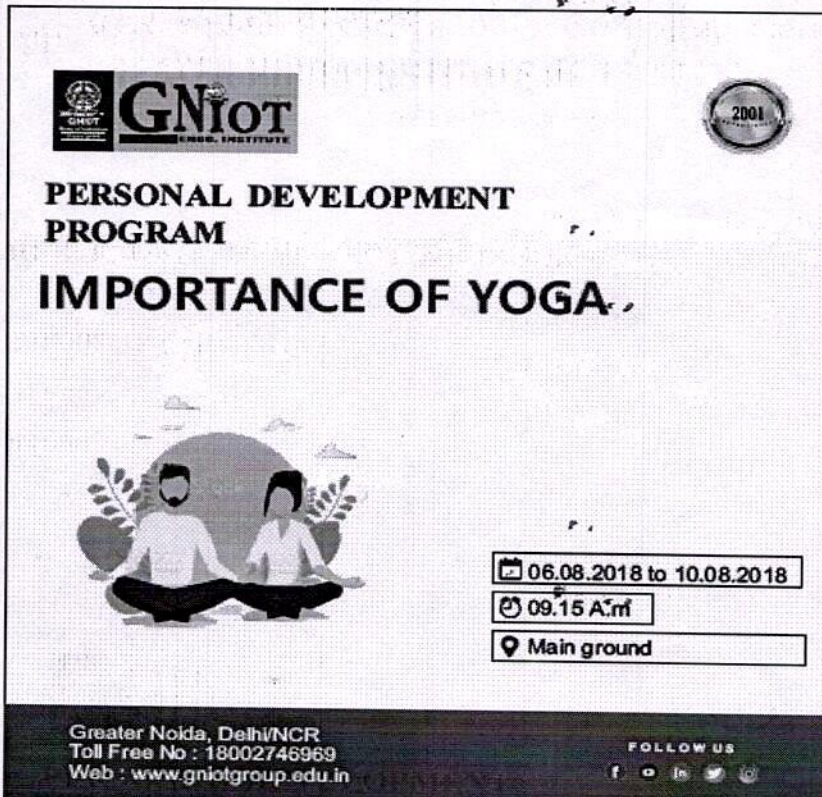
**Name of Event:** PERSONAL DEVELOPMENT PROGRAM (PDP) ON IMPORTANCE  
OF YOGA

**Date of Event:** 06-08-18 to 10-08-18

**Time:** 09:15 AM Onwards

**Venue:** Main Ground

**Event Poster:**



**GNIOT**  
ENGG. INSTITUTE

**PERSONAL DEVELOPMENT  
PROGRAM**

**IMPORTANCE OF YOGA**

06.08.2018 to 10.08.2018

09.15 A.m

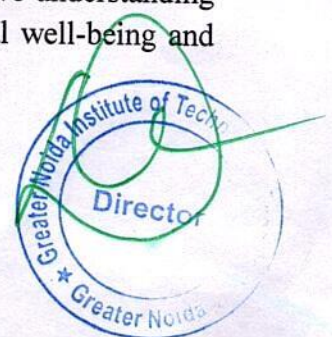
Main ground

Greater Noida, Delhi/NCR  
Toll Free No : 18002746969  
Web : www.gniotgroup.edu.in

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### **Event Description:**

The Personal Development Program (PDP) on the Importance of Yoga is a transformative training event designed to highlight the numerous physical, mental, and spiritual benefits of practicing yoga. This program aims to provide participants with a comprehensive understanding of yoga and empower them to incorporate it into their daily lives for personal well-being and holistic development.



Director  
Greater Noida Institute of Technology  
Greater Noida



Yoga is an ancient discipline that combines physical postures (asanas), breathing techniques (pranayama), meditation, and philosophical principles. It offers a wide range of benefits, including improved physical fitness, stress reduction, increased mental clarity, emotional balance, and enhanced spiritual awareness.

### **Key Topics Covered:**

**Introduction to Yoga:** Explore the origins and principles of yoga, including its historical roots and philosophical underpinnings. Gain an understanding of the holistic approach of yoga towards physical, mental, and spiritual well-being.

**Yoga Asanas:** Learn and practice a variety of yoga postures that promote strength, flexibility, balance, and body awareness. Understand the correct alignment, modifications, and progressions of asanas to ensure safe and effective practice.

**Pranayama and Breath Awareness:** Discover the importance of breath control and its impact on mental and physical well-being. Learn and practice different pranayama techniques to enhance energy levels, reduce stress, and promote relaxation.

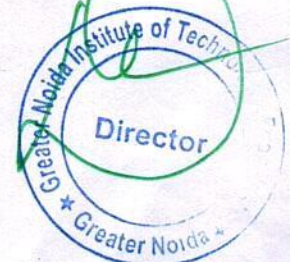
**Meditation and Mindfulness:** Explore the practice of meditation as a means to cultivate focus, inner peace, and self-awareness. Understand various meditation techniques and how to incorporate mindfulness in daily life for stress reduction and emotional balance.

**Yoga for Stress Management:** Learn specific yoga techniques and sequences that target stress reduction and relaxation. Understand the physiological and psychological effects of stress on the body and explore how yoga can be an effective tool for stress management.

**Yoga for Physical Fitness:** Discover the physical benefits of yoga, including improved strength, flexibility, balance, and posture. Explore the connection between yoga and other physical activities, and how yoga can complement and enhance overall fitness.

**Yoga Philosophy and Lifestyle:** Gain insights into the philosophical aspects of yoga, including the principles of non-violence, truthfulness, contentment, self-discipline, and self-reflection. Understand how incorporating these principles into daily life can lead to a more balanced and purposeful existence.

The PDP was a combination of theory sessions, practical demonstrations, guided practice, group discussions, and experiential learning activities to deepen participants' understanding and experience of yoga. Participants got the opportunity to explore personal reflections and create an action plan for integrating yoga into their daily lives.





By attending this PDP on the Importance of Yoga, participants got experience of benefits of yoga firsthand but also gain the knowledge and tools to incorporate yoga practices into their personal and professional lives. They will develop a greater sense of self-awareness, inner harmony, and overall well-being.

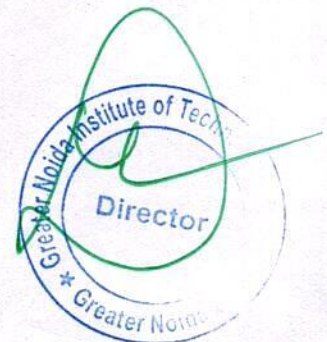
### **Conclusion of the event:**

In conclusion, the Personal Development Program (PDP) on the Importance of Yoga highlighted the profound benefits that yoga offers for physical, mental, and spiritual well-being. By attending this program, participants gain a comprehensive understanding of yoga and are empowered to incorporate its practices into their daily lives.

Yoga is not merely a physical exercise; it is a holistic discipline that encompasses asanas, pranayama, meditation, and philosophical principles. Through regular practice, individuals can experience numerous benefits, including improved physical fitness, increased flexibility, enhanced mental clarity, stress reduction, emotional balance, and spiritual growth.

The PDP emphasizes the importance of yoga as a tool for self-care and personal development. Participants explored various yoga asanas and learn correct alignment and modifications to ensure a safe and effective practice. They also delve into pranayama techniques to harness the power of breath for relaxation, energy management, and overall well-being.

The PDP on the Importance of Yoga invites individuals to embark on a transformative journey of self-discovery, holistic well-being, and personal growth through the practice of yoga. By embracing yoga as a way of life, participants can cultivate a deeper connection with themselves, foster resilience, and create a foundation for a healthier, more fulfilling life.

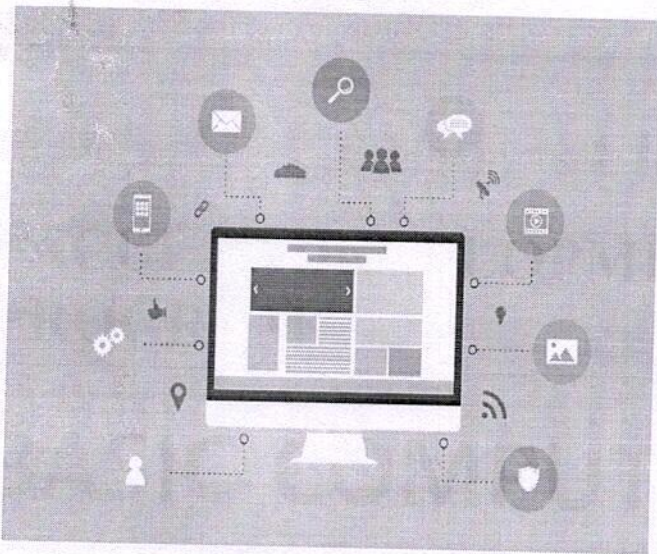






# FACULTY DEVELOPMENT PROGRAM

# BASIC COMPUTER TRAINING



📅 15.04.2019 to 19.04.2019

🕒 10.00 A.m

📍 Seminar Hall First Floor

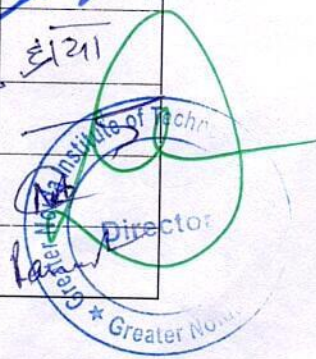
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| S. No. | Name of the participant | Designation     | 15-04-2019 | 16-04-2019 | 17-04-2019 | 18-04-2019 | 19-04-2019 |
|--------|-------------------------|-----------------|------------|------------|------------|------------|------------|
| 1      | RANI DEVI               | SWEEPER         | रानी       | रानी       | रानी       | रानी       | रानी       |
| 2      | NAUSHAD ALI             | A.O.            | Naushad    | Naushad    | Naushad    | Naushad    | Naushad    |
| 3      | ANIL KUMAR              | LIBRARY         | Anil       | Anil       | Anil       | Anil       | Anil       |
| 4      | VEENA RANI JOHRI        | ACCOUNT         | Veena      | Veena      | Veena      | Veena      | Veena      |
| 5      | MOHIT GIRI              | ELECTRONICS LAB | Mohit      | Mohit      | Mohit      | Mohit      | Mohit      |
| 6      | RAVI KUMAR              | MECHANICAL LAB  | Ravi       | Ravi       | Ravi       | Ravi       | Ravi       |
| 7      | JWALA PRASAD SHARMA     | PHYSICS LAB     | Jwala      | Jwala      | Jwala      | Jwala      | Jwala      |
| 8      | SATYA PRAKASH GUPTA     | ELECTRICAL LAB  | Satya      | Satya      | Satya      | Satya      | Satya      |
| 9      | BHUWAN CHAND            | MECHANICAL LAB  | Bhuvan     | Bhuvan     | Bhuvan     | Bhuvan     | Bhuvan     |
| 10     | PANKAJ KUMAR            | ADMISSION CELL  | Pankaj     | Pankaj     | Pankaj     | Pankaj     | Pankaj     |
| 11     | GAJENDER SINGH S.O.     | NIGHT SEC       | Gajender   | Gajender   | Gajender   | Gajender   | Gajender   |
| 12     | ANITA                   | SWEEPER         | Anita      | Anita      | Anita      | Anita      | Anita      |
| 13     | BALJEET                 | SWEEPER         | बलजीत      | बलजीत      | बलजीत      | बलजीत      | बलजीत      |
| 14     | BHUPENDER               | PEON            | Bhupender  | Bhupender  | Bhupender  | Bhupender  | Bhupender  |
| 15     | GUDDI                   | SWEEPER         | गुडडी      | गुडडी      | गुडडी      | गुडडी      | गुडडी      |
| 16     | MANSHI GARG             | TEENU           | मानसी      | मानसी      | मानसी      | मानसी      | मानसी      |
| 17     | VIKAL                   | SWEEPER         | Vikal      | Vikal      | Vikal      | Vikal      | Vikal      |
| 18     | VINESH KUMAR/LALIT      | PEON            | विनेश      | विनेश      | विनेश      | विनेश      | विनेश      |
| 19     | DINESH PASWAN           | ELE             | Dinesh     | Dinesh     | Dinesh     | Dinesh     | Dinesh     |
| 20     | LOKESH SEGHAL           | ASSTT.LIBRARIAN | Lokesh     | Lokesh     | Lokesh     | Lokesh     | Lokesh     |
| 21     | CHHAYA UPADHYAY         | GG              | छाया       | छाया       | छाया       | छाया       | छाया       |
| 22     | SATYA PRAKASH GUPTA     | LAB TECH        | Satya      | Satya      | Satya      | Satya      | Satya      |
| 23     | MADHU GARG              | RG              | Madhu      | Madhu      | Madhu      | Madhu      | Madhu      |
| 24     | RAMESH CHAND            | LAB TECH        | Ramesh     | Ramesh     | Ramesh     | Ramesh     | Ramesh     |





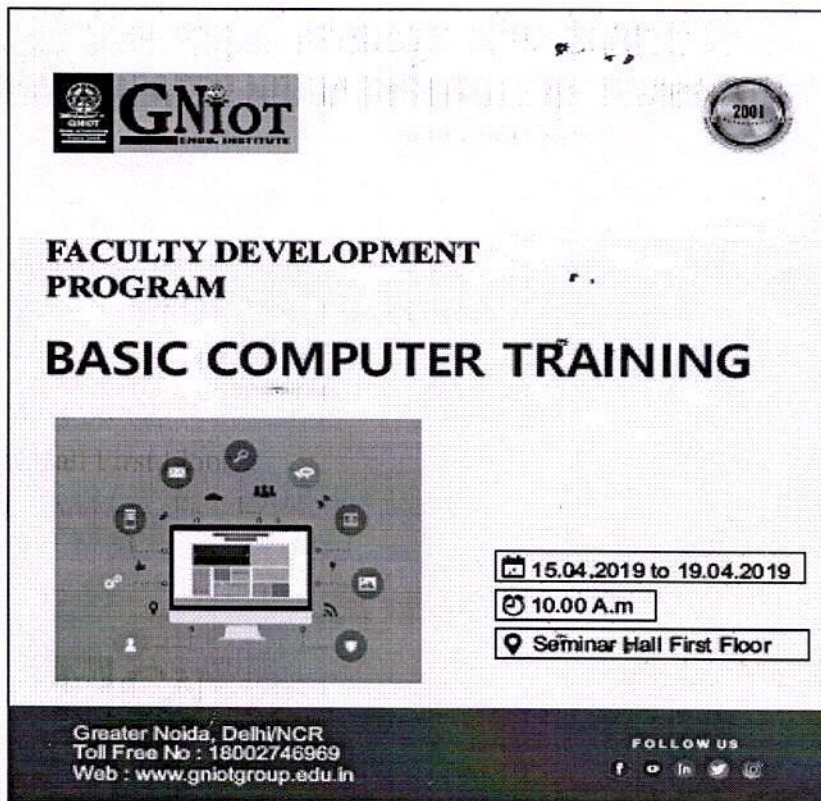
**Name of Event:** FACULTY DEVELOPMENT PROGRAM (FDP) ON BASIC COMPUTER TRAINING

**Date of Event:** 15-04-19 to 19-04-19

**Time:** 10:00 AM Onwards

**Venue:** Seminar Hall First Floor

**Event Poster:**



**GNIOT** ENGG. INSTITUTE

2001

**FACULTY DEVELOPMENT PROGRAM**

**BASIC COMPUTER TRAINING**

15.04.2019 to 19.04.2019

10.00 A.m

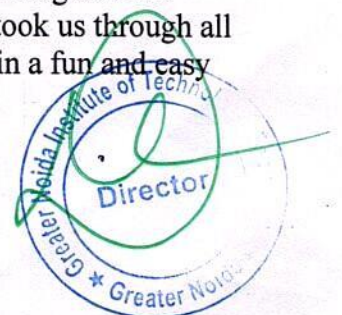
Seminar Hall First Floor

Greater Noida, Delhi/NCR  
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**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.

