6.3.3

Total number of Teaching & Non-teaching staff participating in FDP / MDP / Administrative Training

Annual Report (2020-21)

Greater Noida Institute of Technology (Engg. Institute)

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Uttar Pradesh 201310 India

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
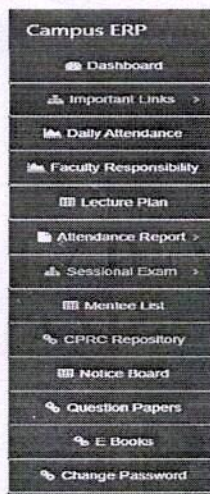
S. No.	Year	Title of the FDP / MDP/ professional development / administrative training program	Dates (from-to) (DD-MM-YYYY)	No. of participants
1	2020-21	ERP Training	23-11-2020 to 27-11-2020	6
2	2020-21	Advance Excel Training	10-08-2020 to 14-08-2020	29
3	2020-21	E-Lecture Training	21-09-2020 to 25-09-2020	13
4	2020-21	Human Values and Professional Ethics	16-11-2020 to 20-11-2020	43
5	2020-21	Cleanliness and Hygiene	17-05-2021 to 21-05-2021	31
6	2020-21	Importance of Yoga	10-08-2020 to 14-08-2020	10
7	2020-21	Basic Computer training	19-04-2021 to 23-04-2021	40

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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

📅 23.11.2020 to 27.11.2020

🕐 10.00 A.m

📍 Seminar Hall Ground Floor

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Greater Noida

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FACULTY DEVELOPMENT PROGRAM (ERP TRAINING)- (2020-21)
ATTENDANCE RECORD (23-11-2020 to 27-11-2020)

S. No.	Name of the participant	Designation	23-11-2020	24-11-2020	25-11-2020	26-11-2020	27-11-2020
1	RAMVEER SINGH	Professor	*Ramveer*	*Ramveer*	*Ramveer*	*Ramveer*	*Ramveer*
2	SHIVENDRA YADAV	Assistant Professor	*Syd*	*Syd*	*Syd*	*Syd*	*Syd*
3	KIRTI VERMA	Assistant Professor	*Kirti*	*Kirti*	*Kirti*	*Kirti*	*Kirti*
4	SUMIT KUMAR	Assistant Professor	*Sk*	*Sk*	*Sk*	*Sk*	*Sk.*
5	DINESH KUMAR SHARMA	Professor	*signature*	*signature*	*signature*	*signature*	*signature*
6	HORESH KUMAR	Assistant Professor	*signature*	*signature*	*signature*	*signature*	*signature*

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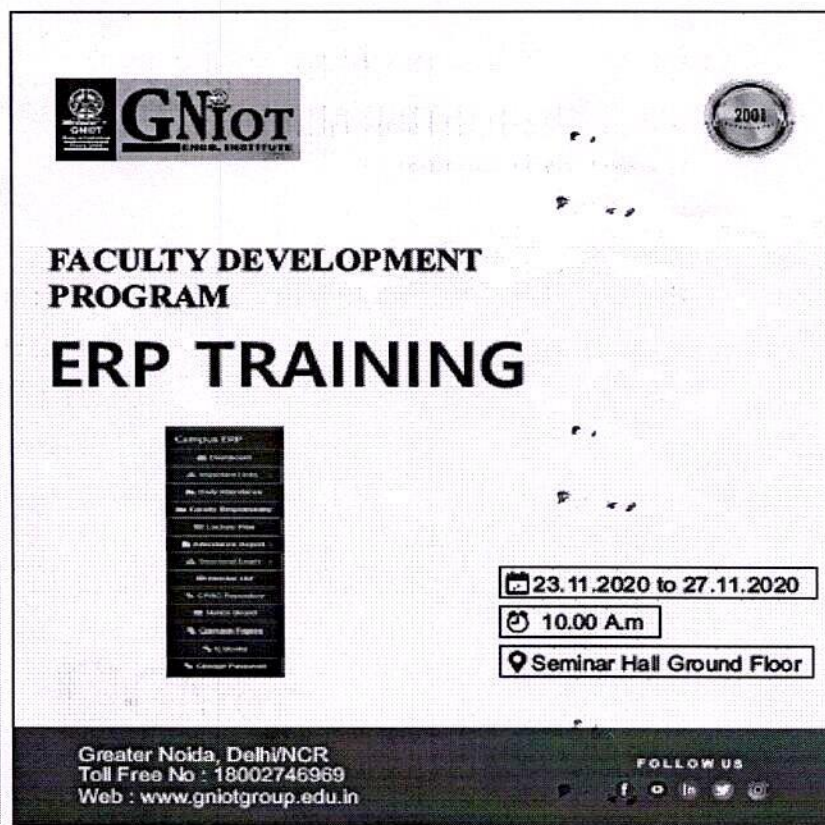
Name of Event: FACULTY DEVELOPMENT PROGRAM (FDP) ON **ERP TRAINING.**

Date of Event: 23-11-20 to 27-11-20

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.

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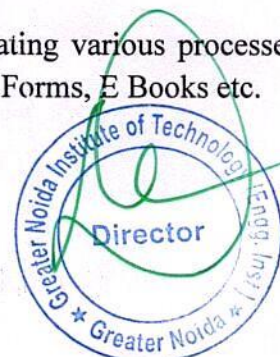
As ERP systems continue to gain prominence in the education world, it is crucial for educators to stay updated with the latest concepts, trends, and practical insights related to ERP implementation.

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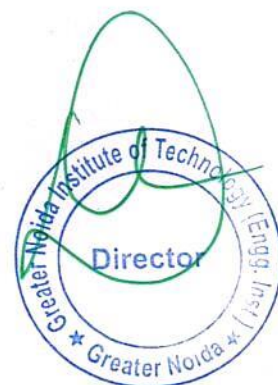
Case Studies and Best Practices: Analyze real-world case studies of successful ERP implementations, highlighting best practices, and critical success factors.

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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90

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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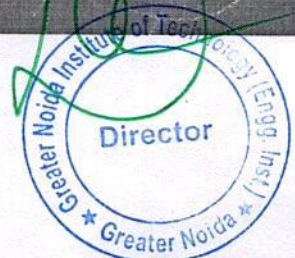
FACULTY DEVELOPMENT PROGRAM
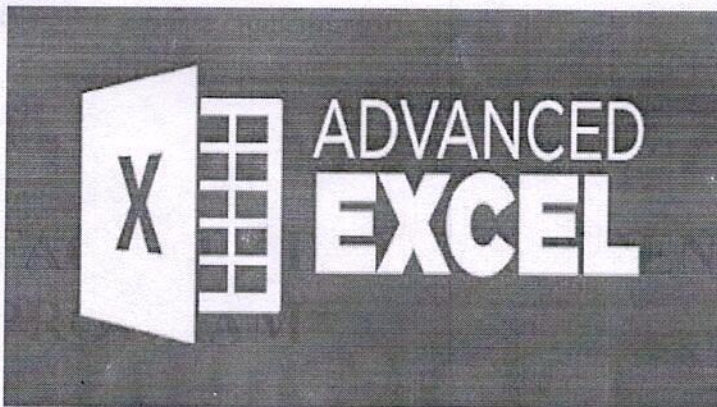
ADVANCE EXCEL

📅 10.08.2020 to 14.08.2020

⏰ 11.00 AM

📍 Seminar Hall Ground Floor

Greater Noida, Delhi/NCR
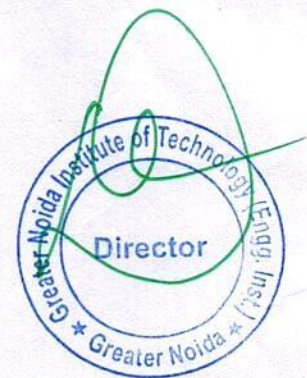Toll Free No : 18002746969
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FACULTY DEVELOPMENT PROGRAM (Advance Excel Training)- (2020-21)

ATTENDANCE RECORD (10-08-2020 to 14-08-2020)

S. No.	Name of the participant	Designation	10-08-2020	11-08-2020	12-08-2020	13-08-2020	14-08-2020
1	GIRENDRA BHATI	Assistant Professor					
2	ARVIND KUMAR	Assistant Professor					
3	NITASH KAUSHIK	Professor					
4	ANIL KUMAR DUBEY	Assistant Professor					
5	BHUVNESH KHOKHAR	Assistant Professor					
6	ANKIT KAUSHIK	Assistant Professor					
7	SUBODH SIWACH	Assistant Professor					
8	UDAY ARUN	Assistant Professor					
9	SHWETA TYAGI	Assistant Professor					
10	ANKITA SINGH	Assistant Professor					
11	MANOJ KUMAR GUPTA	Assistant Professor					
12	JAWAHAR LAL PANDEY	Assistant Professor					
13	ASHWANI KUMAR SINGH	Assistant Professor					
14	SHILPI RATAN SHAKYA	Assistant Professor					
15	PRATIMA MISHRA	Assistant Professor					
16	SANGHDEEP GAUTAM	Assistant Professor					
17	ANJU SINGHAL	Assistant Professor					
18	SHRESHTHA BOHRA	Assistant Professor					
19	SHEFALI KAPOOR	Assistant Professor					

20	SWADESH KUMAR SINGH	Assistant Professor	Kmr	kumar	kumar	kumar	kmar
21	VIVEK KUMAR SINGH	Assistant Professor	Viv	Viv	Viv	Viv	Vii
22	ANJUM	Assistant Professor	Az	Az	Az	Az	Az
23	MAINAZ	Assistant Professor	Mn	Mn	Mn	Mn	Mn
24	LALIT KUMAR	Assistant Professor	Lk	Lk	Lk	Lk	Lk
25	ANURANJAN MISHRA	Professor	AMishra	AMishra	AMishra	AMishra	AMishra
26	NIDHI TYAGI	Assistant Professor	N.Tyagi	N.Tyagi	N.Tyagi	N.Tyagi	N.Tyagi
27	ARUN SINGH RANA	Assistant Professor	ASR	ASR	ASR	ASR	ASR
28	MANIKA TYAGI	Assistant Professor	Manu	Manu	Manu	Manu	Manu
29	VASUDHA TIWARI	Assistant Professor	Vasu	Vasu	Vasu	Vasu	Vasu

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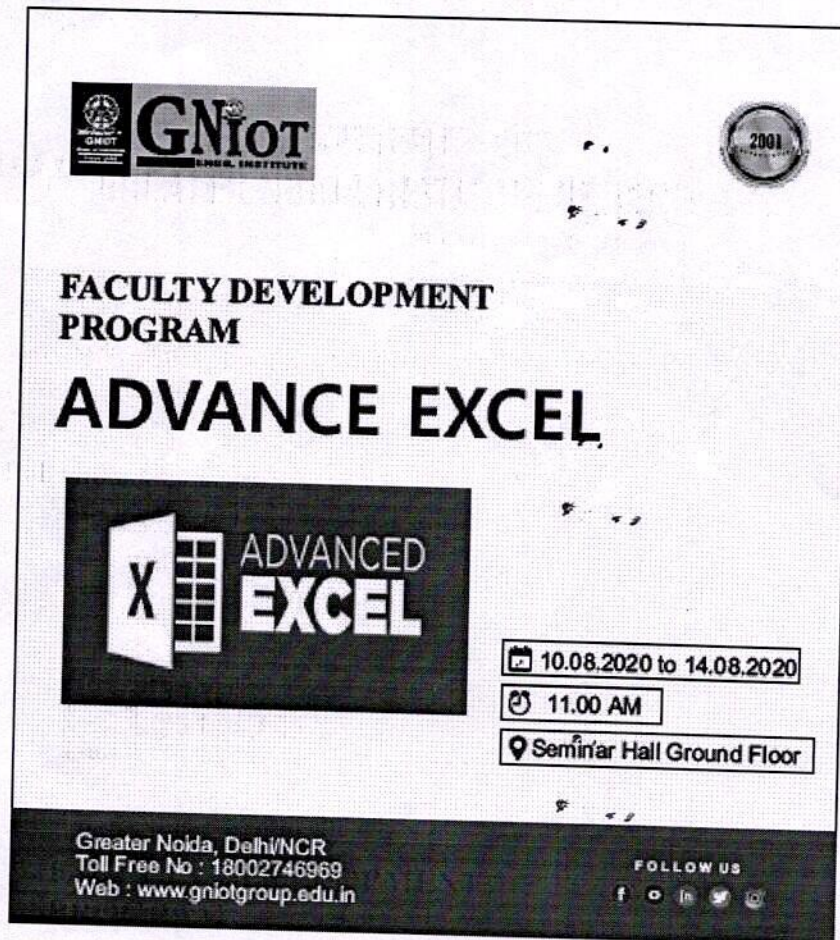
Name of Event: FACULTY DEVELOPMENT PROGRAM (FDP) ON **"ADVANCE EXCEL"**
Date of Event: 10-08-20 to 14-08-20
Time: 11:00 AM Onwards
Venue: Seminar Hall Ground Floor
Event Poster:

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.
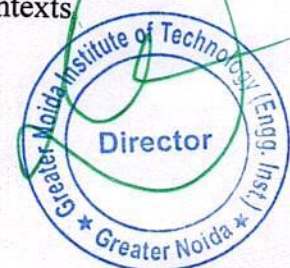
Program Highlights:

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
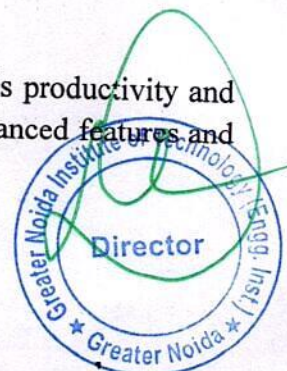
functions that enable users to perform complex calculations, create dynamic reports, automate tasks, and visualize data effectively.

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.
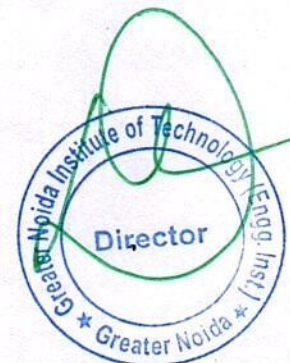
FACULTY DEVELOPMENT PROGRAM
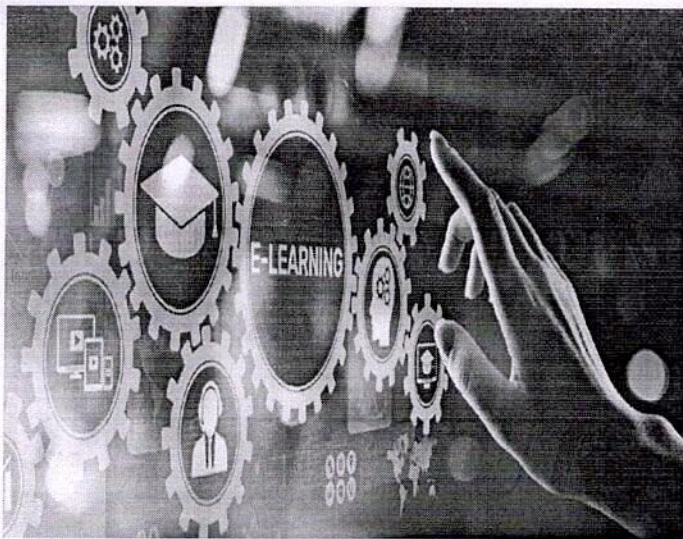
E-LECTURE TRAINING

📅 21.09.2020 to 25.09.2020

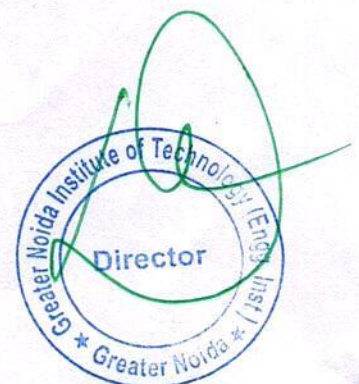🕙 10.00 AM

📍 Seminar Hall Ground Floor

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FACULTY DEVELOPMENT PROGRAM (E-Lecture Training)- (2020-21)
ATTENDANCE RECORD (21-09-2020 to 25-09-2020)

S. No.	Name of the participant	Designation	21-09-2020	22-09-2020	23-09-2020	24-09-2020	25-09-2020
1	DINESH KUMAR SHARMA	Professor					
2	HORESH KUMAR	Assistant Professor					
3	BEAUTY SHUKLA	Assistant Professor					
4	ANISHA SINGH	Assistant Professor					
5	RAVI JAIN	Assistant Professor					
6	KULDEEP SINGH	Assistant Professor					
7	MAYURI KULSHRES HTHA	Assistant Professor					
8	MUNESH	Assistant Professor					
9	RAJESH KUMAR SHARMA	Professor					
10	SHIVANI KAUL	Associate Professor					
11	RAJEEV KUMAR	Associate Professor					
12	TRINATH MAHALA	Assistant Professor					
13	UMA TOMER	Assistant Professor					

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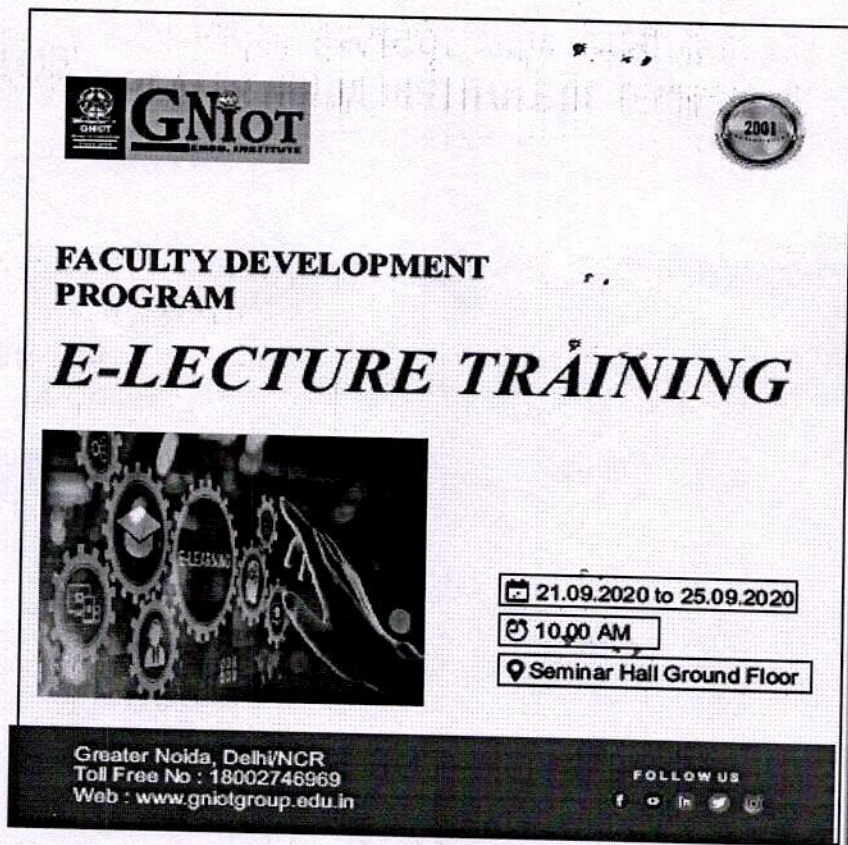# GREATER NOIDA INSTITUTE OF TECHNOLOGY (Engg. Institute)

Name of Event: FACULTY DEVELOPMENT PROGRAM (FDP) ON "E-LECTURE TRAINING"

Date of Event: 21-09-20 to 25-09-20

Time: 10:00 AM Onwards

Venue: Seminar Hall Ground Floor

Event Poster:

Event Description:

This event was designed for educators, trainers, and professionals who are involved in delivering online lectures or training sessions.

In today's digital age, online learning has become increasingly prevalent, making it crucial for educators and trainers to adapt their teaching methods to the virtual environment. This event

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aimed to equip participants with the necessary knowledge and skills to create engaging and impactful online lecture experiences.

During this event, everyone got the opportunity to learn from experienced professionals who have successfully transitioned their teaching practices to the online realm. They shared valuable insights, practical tips, and best practices that one can implement in their own online lecture training.

Key Topics Covered:

Designing effective online lecture content: Discover techniques for structuring your lectures, incorporating multimedia elements, and creating interactive learning experiences.

Engaging online lecture delivery: Explore strategies to captivate your audience, maintain their attention, and facilitate active participation during virtual sessions.

Maximizing learner interaction: Learn how to encourage student engagement and participation through various online tools, discussion forums, and group activities.

Assessing learning outcomes: Gain insights into assessing student progress and understanding in online lecture settings, including formative and summative assessment methods.

Managing technical challenges: Overcome common technical issues, explore suitable platforms and tools, and ensure a smooth online lecture experience for both instructors and learners.

Promoting inclusive online lectures: Discover approaches to accommodate diverse learning needs, foster inclusivity, and create an accessible learning environment for all participants.

Building a supportive online community: Explore strategies for establishing rapport, fostering peer-to-peer interaction, and providing ongoing support and feedback to enhance the learning experience.

Whether you are new to online lecture training or looking to enhance your existing skills, this event provided everyone with valuable insights and practical guidance to deliver effective and engaging online lectures.

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Conclusion of the event:

In conclusion, e-lecture training plays a vital role in the modern education landscape, where online learning has become increasingly prevalent. This training equips educators, trainers, and professionals with the necessary knowledge and skills to effectively deliver online lectures and training sessions.

By attending e-lecture training, participants gained valuable insights into designing engaging online lecture content, delivering captivating presentations, maximizing learner interaction, assessing learning outcomes, managing technical challenges, promoting inclusivity, and building a supportive online community.

The training emphasized the importance of adapting teaching methods to the virtual environment, incorporating multimedia elements, and creating interactive learning experiences to keep students engaged and motivated. It also addresses strategies for fostering student participation, assessing learning outcomes effectively, and managing technical issues that may arise during online lectures.

Furthermore, e-lecture training encourages educators and trainers to create an inclusive learning environment, catering to diverse learning needs and ensuring accessibility for all participants. It highlights the significance of establishing rapport, fostering peer-to-peer interaction, and providing ongoing support and feedback to enhance the overall learning experience.

By attending e-lecture training, participants were empowered to make a positive impact on their learners' educational journey. They gained the necessary tools, strategies, and best practices to deliver effective and engaging online lectures, ultimately contributing to improved student outcomes and a successful virtual learning environment.
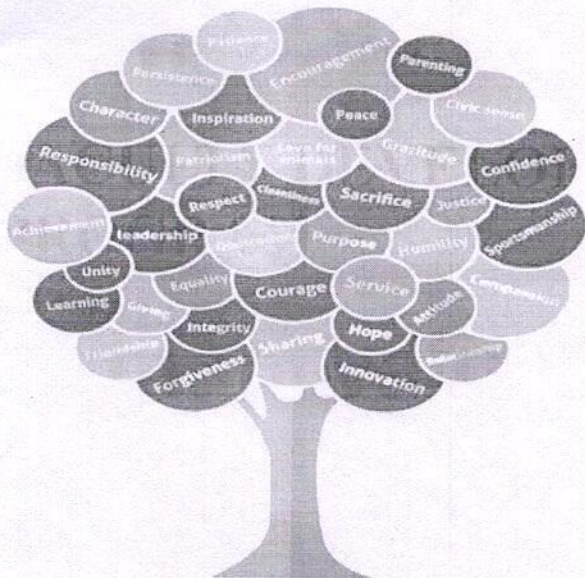
In conclusion, e-lecture training is a valuable opportunity for educators, trainers, and professionals to enhance their skills, embrace the digital age of education, and unlock the potential of virtual teaching for the benefit of their learners.

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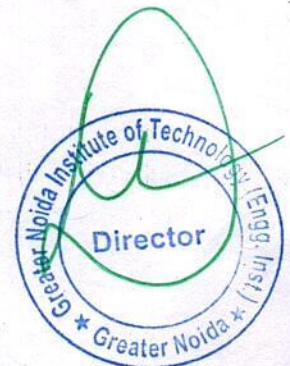
FACULTY DEVELOPMENT PROGRAM

Human Values & Professional Ethics

📅 16.11.2020 to 20.11.2020

⏰ 10.00 A.m

📍 Seminar Hall Ground Floor

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FACULTY DEVELOPMENT PROGRAM (Human Values and Professional Ethics)- (2020-21)
ATTENDANCE RECORD (16-11-2020 to 20-11-2020)

S. No.	Name of the participant	Designation	16-11-2020	17-11-2020	18-11-2020	19-11-2020	20-11-2020
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	Ranjana	Ranjana	Ranjana	Ranjana	Ranjana
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	Ramji	Ramji	Ramji	Ramji	Ramji
36	ATTIK	Assistant Professor	Atik	Atik	Atik	Atik	Atik
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	A.K.Singh	A.K.Singh	A.K.Singh	A.K.Singh	A.K.Singh
43	ROHIT PANDEY	Assistant Professor					

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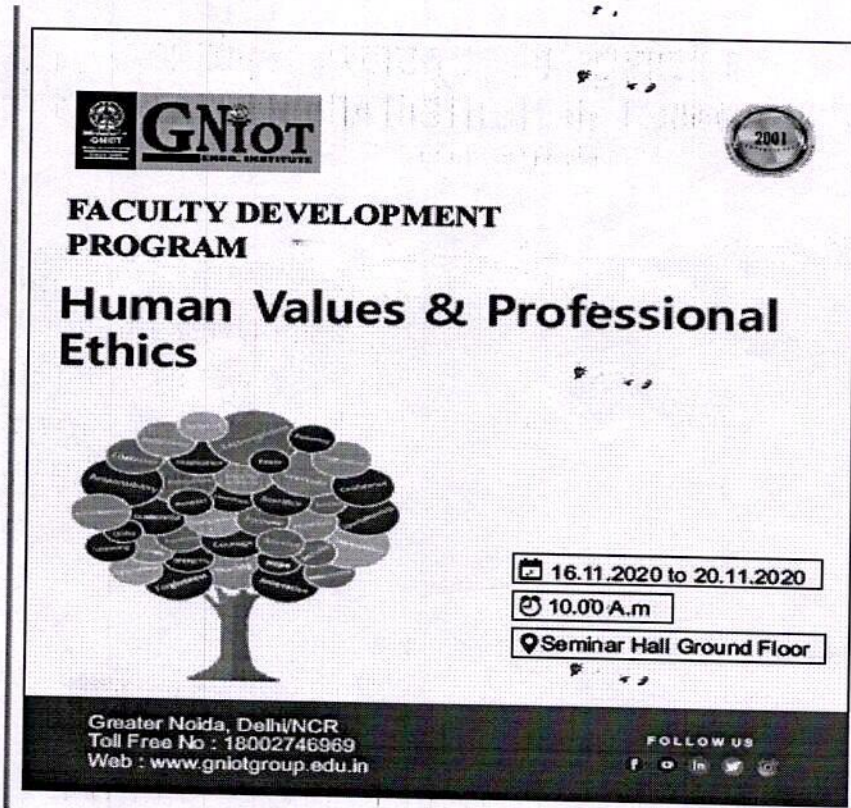
Name of Event: FACULTY DEVELOPMENT PROGRAM (FDP) On "**Human Value & Professional Ethics**"

Date of Event: 16-11-20 to 20-11-20

Time: 10:00 AM Onwards

Venue: Seminar Hall Ground Floor

Event Poster:

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.

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

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 recognizesd 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.

Director
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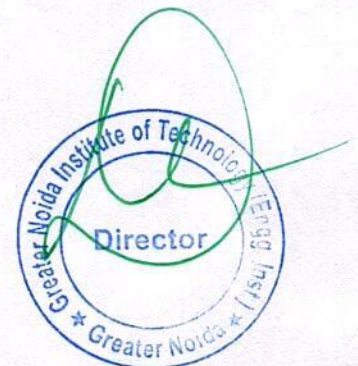Greater Noida

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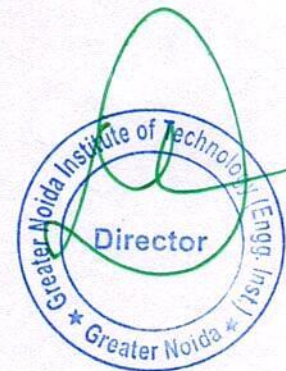
GNIOT- GREATER NOIDA
Administrative training Program (Cleanliness and Hygiene)- (2020-21)
ATTENDANCE RECORD (17-05-2021 to 21-05-2021)

S. No.	Name of the participant	Designation	17-05-2021	18-05-2021	19-05-2021	20-05-2021	21-05-2021
1	GAJENDER SINGH S.O.	NIGHT SEC					
2	NEELESH KUMAR	REGISTRAR OFFICE					
3	RAVINDRA YADAV	FOREMAN					
4	RISHABH SINGH	DIRECTOR OFFICE					
5	SACHIN KUMAR-HOLD	COMPUTER LAB					
6	PRANAV KUMAR	ADMISSION CELL					
7	SHRIPAL	MECHANICAL LAB					
8	SACHIN TYAGI	ELECTRONICS LAB					
9	CHINTA MANI UPADHYAY	PANDIT JI					
10	ASWANI KUMAR	ADMISSION CELL					
11	RAMESH CHAND-LAB	COMPUTER LAB					
12	S.D. NAUTIYAL	LIBRARY					
13	SUNIL KUMAR BAITHA	ELECT					
14	ABHINAYA RAJ	ADMISSION CELL					
15	ANJALI GAMBHIR	ADMISSION CELL					
16	SHRADDHA PANDEY	ADMISSION CELL					
17	ASWANI KUMAR	ADMISSION CELL					
18	SANGITA DAS	ADMISSION CELL					

19	PRADEEP DEY	ADMISSION CELL					
20	SHUBHAM NIGAM	TPO					
21	SYED HASAN	ELECT					
22	BINDU MAURYA	ADMISSION CELL					
23	UROOZ	ADMISSION CELL					
24	VANDANA GUPTA	ADMISSION CELL					
25	JITENDRA KUMAR SINGH	COMPUTER LAB					
26	NIKHIL KUMAR	TPO					
27	DURG VIJAY YADAV	FOREMAN					
28	AJAY KUMAR	DRIVER					
29	NRAPENDRA CHATURVEDI	A.O.					
30	RAJESH KUMAR	DRIVER					
31	RAKESH PRASAD DUBEY	DRIVER					

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ग्रेटर नोएडा इंस्टीट्यूट ऑफ टेक्नोलॉजी (इंजीनियरिंग इंस्टीट्यूट)
GREATER NOIDA INSTITUTE OF TECHNOLOGY (Engg. Institute)
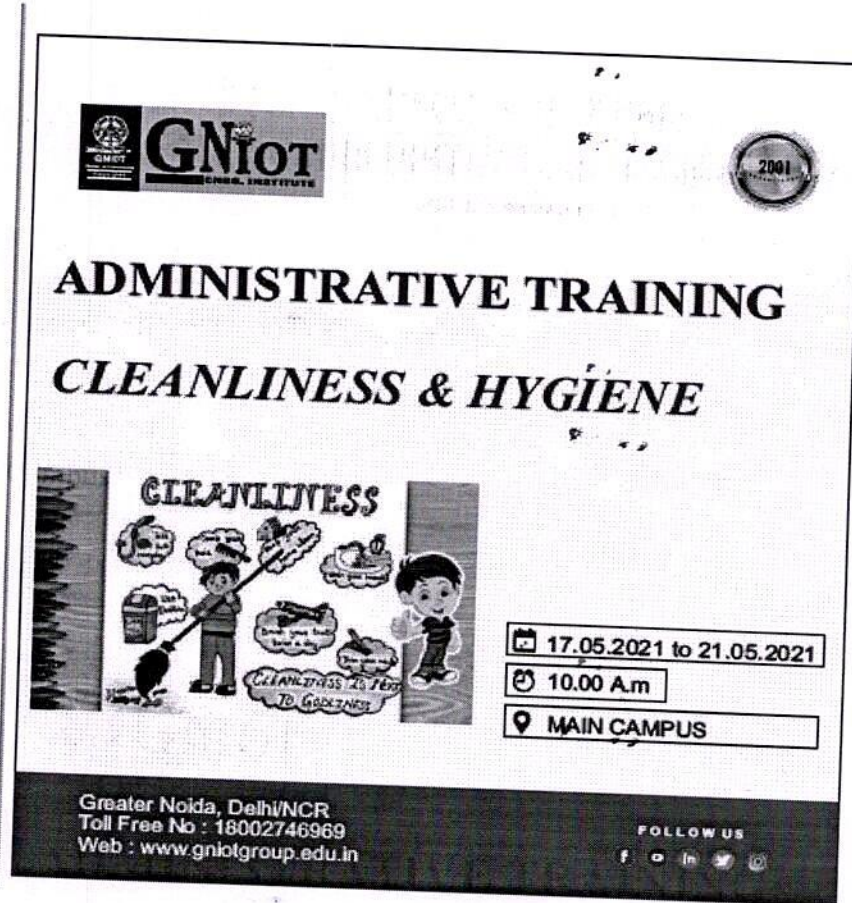
Name of Event: ADMINISTRATIVE TRAINING (AT) ON **CLEANINESS & HYGIENE**
Date of Event: 17-05-2021 to 21-05-2021
Time: 10:00 AM Onwards
Venue: Main Campus
Event Poster:

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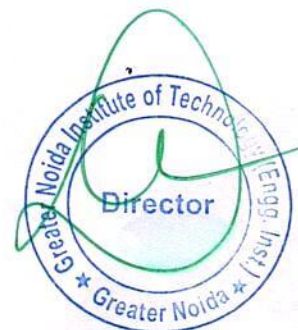
Importance of Cleanliness: Understanding the impact of cleanliness on employee health, productivity, and overall well-being. Exploring the connection between cleanliness and a positive work environment.

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.

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PERSONAL DEVELOPMENT PROGRAM

IMPORTANCE OF YOGA

📅 10.08.2020 to 14.08.2020

🕐 09.30 A.m

📍 Main ground

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114
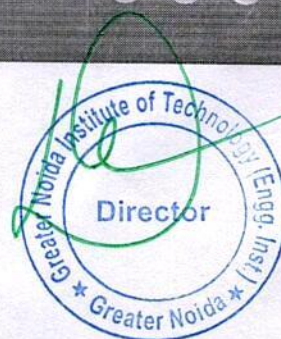
GNIOT- GREATER NOIDA
PERSONALITY DEVELOPMENT PROGRAM (Importance of Yoga)- (2020-21)
ATTENDANCE RECORD (10-08-2020 to 14-08-2020)

S. No.	Name of the participant	Designation	10-08-2020	11-08-2020	12-08-2020	13-08-2020	14-08-2020
1	RANI DEVI	SWEEPER	रानी	रानी	रानी	रानी	रानी
2	NAUSHAD ALI	A.O.					
3	ANIL KUMAR	LIBRARY					
4	VEENA RANI JOHRI	ACCOUNT					
5	MOHIT GIRI	ELECTRONICS LAB					
6	RAVI KUMAR	MECHANICAL LAB					
7	JWALA PRASAD SHARMA	PHYSICS LAB					
8	SATYA PRAKASH GUPTA	ELECTRICAL LAB					
9	BHUWAN CHAND	MECHANICAL LAB					
10	PANKAJ KUMAR	ADMISSION CELL					

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GREATER NOIDA INSTITUTE OF TECHNOLOGY (Engg. Institute)
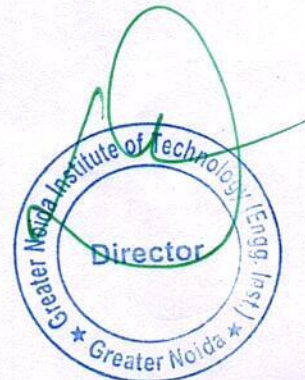
Name of Event: PERSONAL DEVELOPMENT PROGRAM (PDP) ON
" **IMPORTANCE OF YOGA** "

Date of Event: 10-08-20 to 14-08-20

Time: 9:30 AM Onwards

Venue: Main Ground

Event Poster:
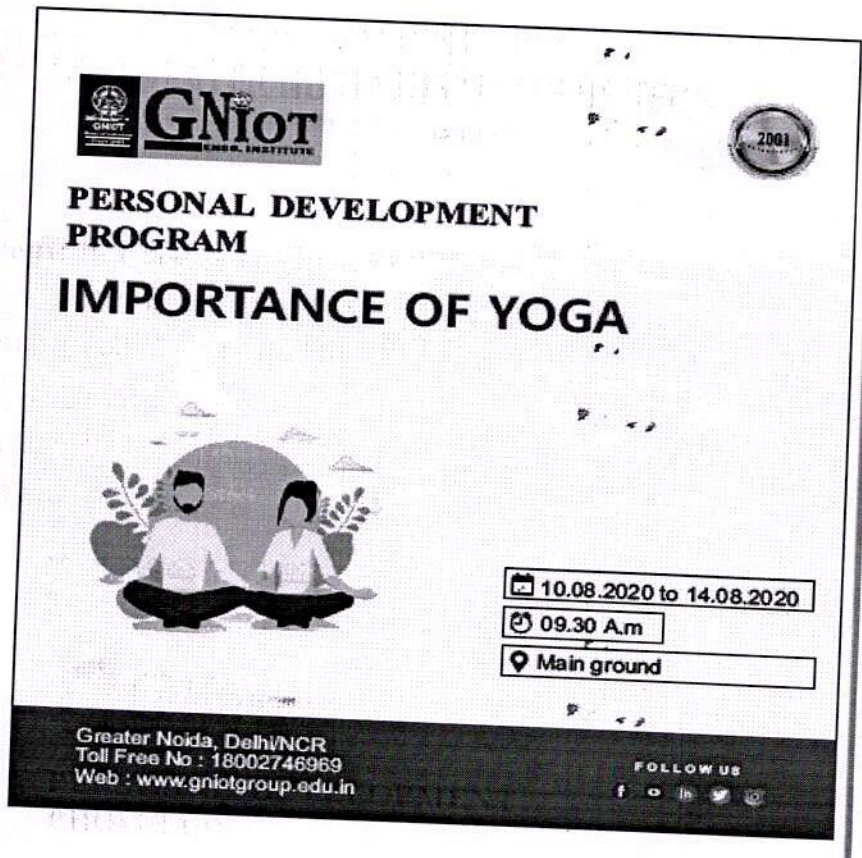
Event Description:

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.

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.

118

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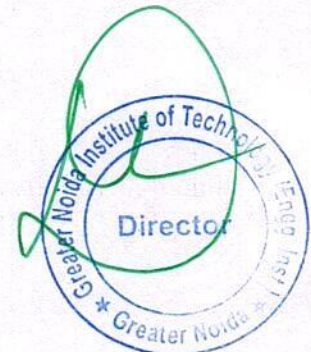
FACULTY DEVELOPMENT PROGRAM

BASIC COMPUTER TRAINING
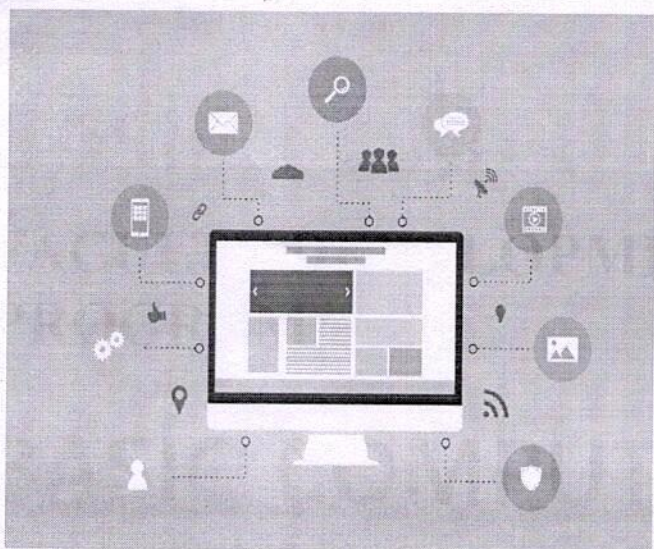
📅 19.04.2021 to 23.04.2021

🕙 10.00 A.m

📍 Seminar Hall First Floor

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FACULTY DEVELOPMENT PROGRAM (Basic Computer Training)- (2020-21)
ATTENDANCE RECORD (19-04-2021 to 23-04-2021)

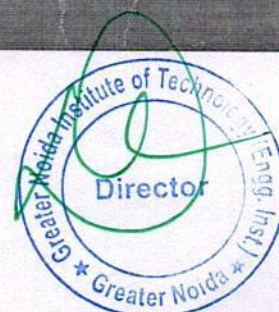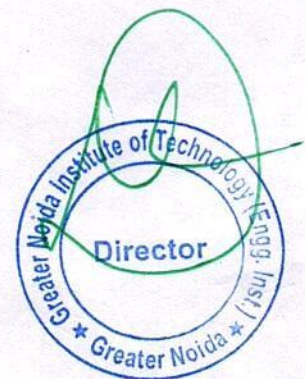| S. No.	Name of the participant	Designation	19-04-2021	20-04-2021	21-04-2021	22-04-2021	23-04-2021
1	MUKESH KUMAR (STORE)	ACCOUNT	*(signature)*	*(signature)*	*(signature)*	*(signature)*	*(signature)*
2	MUKESH KUMAR	ACCOUNT	Mukesh	Mukesh	Mukesh	Mukesh	Mukesh
3	DEEPCHAND	CHEMISTRY	Deepchand	Deepchand	Deepchand	Deepchand	Deepchand
4	KALI CHARAN	SWEEPER	*(signature)*	*(signature)*	*(signature)*	*(signature)*	*(signature)*
5	ASHOK KUMAR SINGH	REGISTRAR OFFICE	*(signature)*	*(signature)*	*(signature)*	*(signature)*	*(signature)*
6	RAKESH BHATI	PEON	राकेश	राकेश	राकेश	राकेश	राकेश
7	AJIT KUMAR SINGH	ELECT	AKSingh	AKSingh	AKSingh	AKSingh	AKSingh
8	PAPPU YADAV	ELE	Pappu	Pappu	Pappu	Pappu	Pappu
9	ANIL MADHWAL	REGISTRAR OFFICE	*(signature)*	*(signature)*	*(signature)*	*(signature)*	*(signature)*
10	AMRITA MADHWAL	REGISTRAR OFFICE	Amrita	Amrita	Amrita	Amrita	Amrita
11	LOKESH SEGHAL	LIBRARY	*(signature)*	*(signature)*	*(signature)*	*(signature)*	*(signature)*
12	UMESH KUMAR SINGH	ELECT	Umesh	Umesh	Umesh	Umesh	Umesh
13	MANOJ YADAV	DRIVER	*(signature)*	*(signature)*	*(signature)*	*(signature)*	*(signature)*
14	PADAM SINGH	ACCOUNT	*(signature)*	*(signature)*	*(signature)*	*(signature)*	*(signature)*
15	POONAM RANI	ACCOUNT	Poonam	Poonam	Poonam	Poonam	Poonam
16	AMARDEEP	ACCOUNT	*(signature)*	*(signature)*	*(signature)*	*(signature)*	*(signature)*
17	ANUJ GOEL	ACCOUNT	Anuj	Anuj	Anuj	Anuj	Anuj
18	RAMESH CHAND SHARMA	ERP CELL	RCSharma	RCSharma	RCSharma	RCSharma	RCSharma
19	JAINENDRA SINGH	ACCOUNT	*(signature)*	*(signature)*	*(signature)*	*(signature)*	*(signature)*
20	DEEPU KUMAR	DRIVER	Deepu	Deepu	Deepu	Deepu	Deepu
21	ANITA	SWEEPER	अनीता	अनीता	अनीता	अनीता	अनीता
22	BALJEET	SWEEPER	बलजीत	बलजीत	बलजीत	बलजीत	*(signature)*
23	BHUPENDER	PEON	Bhupender	Bhupender	Bhupender	Bhupender	Bhupender

24	GUDDI	SWEEPER	गुड्डी	गुड्डी	गुड्डी	गुड्डी	गुड्डी
25	MANSHI GARG	TEENU	मानशी	मानशी	मानशी	मानशी	मानशी
26	VIKAL	SWEEPER	Vikal	Vikal	Vikal	Vikal	Vikal
27	INESH KUMAR/LAL	PEON					
28	DINESH PASWAN	ELE					
29	LOKESH SEGHAL	ASSTT.LIBRA RIAN					
30	CHHAYA UPADHYAY	GG	छाया	छाया	छाया	छाया	छाया
31	SATYA PRAKASH GUPTA	LAB TECH	SP Gupta	SP Gupta	SP Gupta	SP Gupta	SP Gupta
32	MADHU GARG	RG	M	M	M	M	M
33	RAMESH CHAND	LAB TECH	Ramesh	Ramesh	Ramesh	Ramesh	Ramesh
34	SANDEEP GOEL	RG					
35	SUNITA MITTAL	DEPT.	Sunita	Sunita	Sunita	Sunita	Sunita
36	MEENU BANSAL	DEPT.					
37	BABITA	RAW	बबीता	बबीता	बबीता	बबीता	बबीता
38	ANKIT (PHOTO)	PHOTOGRAP HER	Ankit	Ankit	Ankit	Ankit	Ankit
39	MONIKA AGARWAL	RG					
40	MUSKAN AGARWAL	RG					

Greater Noida Institute of Technology (Engg. Inst.)
Director
Greater Noida

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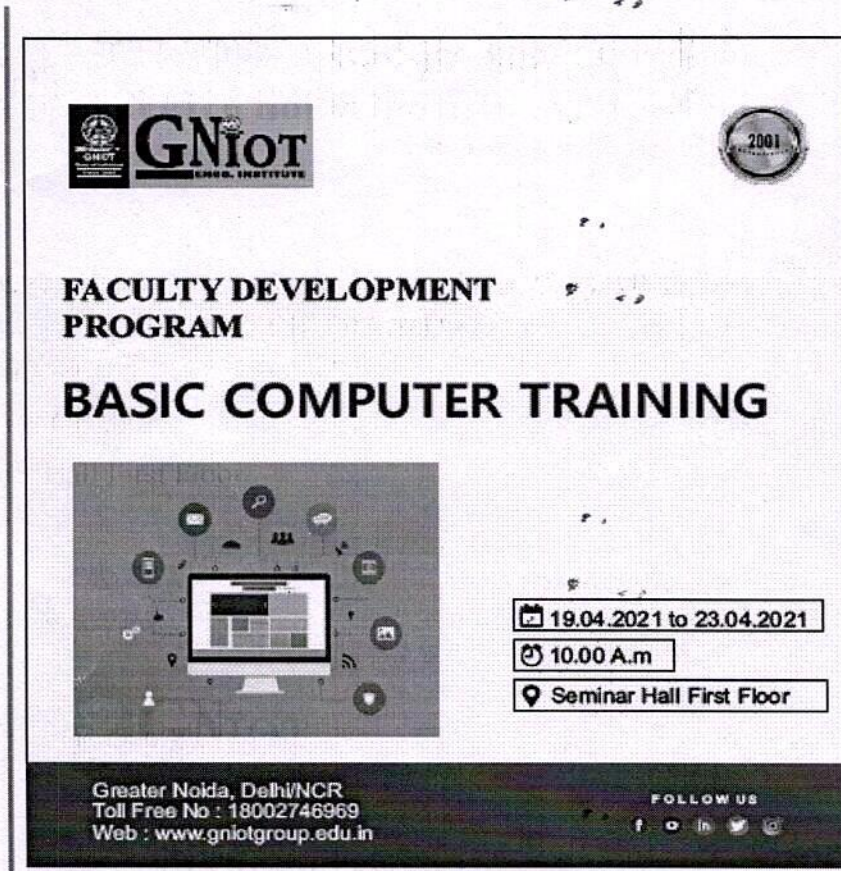**GREATER NOIDA INSTITUTE OF TECHNOLOGY** (Engg. Institute)

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

Date of Event: 19-04-21 to 23-04-21

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
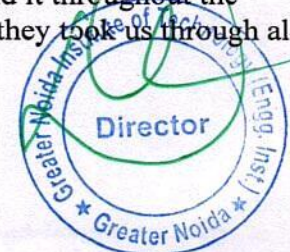
the basics of computing - from operating systems to word processing software in a fun and easy to understand manner.

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
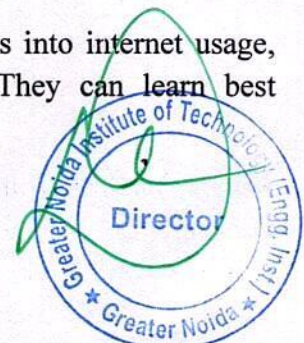
practices for online security, data privacy, and ethical considerations, which are increasingly important in today's digital landscape.