



# ONE WEEK (30 HRS) FACULTY DEVELOPMENT PROGRAM

Hands-on Experience and Assignments

FROM 24-28 SEPTEMBER 2020

ORGANIZED BY IQAC, SURYA SEN MAHAVIDYALAYA  
SILIGURI

3:00 PM onwards

## DAY 1 [24.09.2020]

Inaugural Speech by Dr. P K Mishra, Principal

Introduction to FDP by Dr. Arnab Baul, Program  
Coordinator, FDP - 1

Topic 1. Introduction to Google Forms, Google Drive  
handling by Dr. Romyani Goswami

Topic 2. Excel file, Spreadsheet by Sri Biswajay Chanda

## DAY 2 [25.09.2020]

Topic 1. Audio lecture and Audio album formation by  
Dr. Romyani Goswami

Topic 2. Video Lecture Creation, Flip HTML5 Pdf book  
tool by Dr. Romyani Goswami

## DAY 3 [26.09.2020]

Topic 1. Conduction of Live Classes on Meet, Zoom,  
YouTube Live by Dr. Romyani Goswami

Topic 2. Power Point Presentation lecture file creation  
by Dr. Santanu Das

## DAY 4 [27.09.2020]

Topic 1. Google Classroom I by Dr. Romyani Goswami

Topic 2. Google Classroom II by Dr. Santanu Das

## DAY 5 [28.09.2020]

Topic 1. Video and Audio Lecture Creation in your  
mobile phone by Dr. Romyani Goswami

Topic 2. YouTube Channel creation and uploading video  
lectures by Dr. Santanu Das



Discussion with participants and submission  
of assignments after each session

FDP  
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