



**S.S.P. MANDAL'S  
CHANDAMAL TARACHAND BORA COLLEGE, SHIRUR  
TWO WEEKS FACULTY TRAINING AND DEVELOPMENT PROGRAM  
ON  
E-CONTENT DEVELOPMENT AND ONLINE TEACHING**

**RATIONAL OF THE PROGRAM:**

The various apex level bodies of higher education in India including UGC have been emphasizing either one way or other way, the need of online teaching, learning and assessment from last a few years. The pandemic Covid-19 has literally forced universities across India, and the world indeed, to suspend physical classrooms and shifted towards online teaching, at least at the initial phase of academic year. In this sudden transition phase, faculty grapples to adjust with the new ways of teaching and learning as they are digital immigrants but most of the students are digital natives. Faculty training and development program on E-content development and online teaching becomes essential at this juncture. This training program will be beneficial to the teaching fraternity.

**SCOPE OF THE PROGRAM:**

This training program is proposed to conduct to the faculty of Arts, Commerce, BBA and BBA(CA), C.T Bora College Shirur. The major focus in this training will be on the preparation of subject E-content and the use of appropriate online platform for teaching, learning and assessment.

**TOPICS TO BE COVERED:**

**1. E-content development:**

In the first section of training program, the focus is on the preparation of study material in e-forms. As a part of training program teachers will be guided on how to make a quality word file, that is a basic document in the process of e-content development. While preparing word file two factors, quality of subject content and language of medium are primarily to be taken into consideration. Quality of subject content will be monitored by the head of the department of each respective subject along with some subject experts. Language quality will be monitored by language teachers/ experts. Training will be proceeded to convert the finalized quality word files into PDF, JPG, PPT etc. as per the necessity. Teachers will be trained to make their audio and video as well as how to convert PPTs into videos by using suitable video recorders or video editors. The training will be given how to prepare and conduct online quizzes, survey, debate etc. by using online platforms like Testmoz, Edmodo, Google forms etc.

Word File

PDF File

Excel File

JPG Images

Power Point Presentation (PPT)

Audio  
Video  
Quizzes

## **2. Use of platforms for online Teaching and Assessment:**

The second section of training program is about the use of suitable online platform as per the teaching pedagogy. Various online platforms will be introduced so as the teachers can use these online platforms as per their necessary for online teaching and assessment. Teacher will be trained how to avoid glitches of internet and electricity while using the platform for online teaching. One of them will be how to upload the prepared e-content on the suitable platform so as the student can study as per their convenience in term of time and space. Some online lectures, presentation will be organized on suitable platforms taking into consideration the availability of internet and electricity connectivity.

Google Classroom  
Edmodo  
Testmoz  
Google Docs  
Google Form  
Online Whiteboard/ Blackboard  
Jio Meet  
Zoom  
Google Meet

### **EXECUTION PLAN:**

The training program will be conducted and monitored by using Google Classroom as the online platform. Initially all the participants will be trained on how to use Google Classroom. Then a separate Google Classroom will be created for the training program. The process of training will be as follows.

1. Presentation, Demonstration Videos on each topic will be uploaded on Online Platform i.e. **Google Classroom** on daily basis.
2. Read and watch the uploaded materials as per your convenience in terms of time and space.
3. Doubts session will be conducted on Telegram/WhatsApp and as per necessity on Jio Meet/ Zoom Platform.
4. Assignments will be on the each topic.

### **ADVISORY COMMITTEE:**

Hon'ble Prin. Nandkumar Nikam, Joint Secretary, S.S.P. Mandal Shirur

Dr.K.C. Mohite, Principal, C.T.Bora College, Shirur.

Prof. H.S Jadhav, Morning Session Incharge

Dr. P.P.Prabhune, IQAC Coordinator

**ORGANIZING COMMITTEE:**

Dr. Brijesh Tambe: Program Coordinator

Dr. Samadhan Borse: Co-Cordinator

Dr. Atul Jethé

Dr. Sunil Bhoite

Prof. Smt. Kranti Paithankar

Prof. Kiran Taksale

Dr. Brijesh Tambe  
Coordinator

Dr. K.C. Mohite  
Principal



**S.S.P. MANDAL'S  
CHANDAMAL TARACHAND BORA COLLEGE, SHIRUR  
ONE WEEK FACULTY TRAINING AND DEVELOPMENT PROGRAM  
ON  
E-CONTENT DEVELOPMENT AND ONLINE TEACHING**

**RATIONAL OF THE PROGRAM:** The pandemic Covid-19 has literally forced universities across India, and the world indeed, to suspend physical classrooms and shifted towards online teaching, at least at the initial phase of academic year. In this sudden transition phase, faculty grapples to adjust with the new ways of teaching and learning as they are digital immigrants but most of the students are digital natives. Faculty training and development program on E-content development and online teaching becomes essential at this juncture. This training program will be beneficial to the teaching fraternity.

**TOPICS TO BE COVERED:**

1. Use of platforms for online Teaching learning and Assessment: The first section of training program is about the use of suitable online platform as per the teaching pedagogy. Various online platforms will be introduced so as the teachers can use these online platforms as per their necessity for online teaching and assessment. Teacher will be guided on conducting online lectures, organizing study materials on online platforms, conducting online tests, assessment and how to overcome glitches of internet and electricity by using the various platforms for online teaching.

2. E-content development and Video making

The second section is about to develop e-content in the form of videos. It is simplification of video making process. Various methods and techniques will be discussed in this section of the program. It is about face recording, screen recording, image recording, how to convert PPTs into videos by using suitable video recorders or video editors with the help of mobile, laptop or PC.

**EXECUTION PLAN:**

The training program will be conducted and monitored by using Google Classroom as the online platform. Initially all the participants will be trained on how to use Google Classroom. A separate Google Classroom will be created for the training program. The process of training will be as follows.

1. Presentation, Demonstration Videos on each topic will be uploaded on Online Platform(Google Classroom) as per the schedule.
2. Read and watch the uploaded materials as per your convenience in terms of time and space.
3. Question and answer session through Telegram every day from 5pm to 6pm.
4. Home assignment for each day.

**ADVISORY COMMITTEE:**

Hon'ble Prakashshethji Dhariwal, Chairman College Governing Council.  
Hon'ble Prin. Nandkumar Nikam, Joint Secretary, S.S.P. Mandal Shirur  
Hon'ble Anilji Bora, Vice Chairman College Governing Council  
Dr.K.C. Mohite, Principal, C.T.Bora College, Shirur.

Coordinator

Principal



**S.S.P. MANDAL'S  
CHANDMAL TARACHAND BORA COLLEGE, SHIRUR, DIST. PUNE (MS)  
ONLINE TEACHERS' TRAINING PROGRAM  
ON  
E-CONTENT DEVELOPMENT AND ONLINE TEACHING**

**Report**

The pandemic Covid-19 has literally forced schools, colleges and universities across India, and the world indeed, to suspend physical classrooms and shifted towards online mode of teaching and learning. In this sudden transition phase, two aspects in education have been become need of the teaching learning process. One of them is skillful use of various online platforms for teaching and other is to develop quality e-content for teaching and learning. Teachers, in majority, have been grappling to adjust with the online ways of teaching and learning.

C. T. Bora College, as the leading college of the vicinity, takes initiatives in teaching, learning, and research and outreach programs. At this crucial juncture the college has taken initiatives to train teachers of the vicinity and around to make the teaching and learning process user friendly to teachers and students. The college successfully organized in-house online faculty development program in two batches. The third batch of the online teachers' training program has been organized for faculty from all over India. This is the fourth batch of online training program which is specially organized for the teachers from primary schools. In the training program 57 primary school teachers participated.

The Teachers' Training Program was inaugurated on 25/12/2020. The Coordinator, Dr. Brijesh Tambe briefly explained the schedule and nature of the training program. Dr. K.C. Mohite, Principal C.T. Bora College Shirur welcomed the participants. Hon'ble Shri. Anilji Bora, Vice-Chairman College Governing Council and Hon'ble Prin. Nandkumar Nikam, Joint Secretary S.S.P. Mandal ,Shirur inaugurated the program and guided the participants. The inaugural function was summed up with vote of thanks by Dr. Samadhan Borse.

The training program has been conducted and monitored by using Google Classroom as a learning management system. Presentations, videos lectures on each topic have been uploaded on Online Platform (Google Classroom) as per the schedule. Question and answer session is conducted through What's App Group every day from 4pm to 5pm. As per the requirement of the participants some of the discussion sessions have been conducted on ZOOM online platform.

Various online platforms are explored by the resource persons of the college. These platforms are useful for teaching-learning and assessment. The teachers' training program was completed as per the followings schedule.

Sr. No	Day and Date	Topic	Resource Person
1	Friday, 25/12/2020	Google Classroom (गूगल क्लासरूम)	Dr. Brijesh Tambe
2	Saturday, 26/12/2020	Google Forms (गुगल फॉर्म), Google Docs (गुगल डॉक्स)	Dr.Samadhan Borse
3	Sunday,27/12/2020	Testmoz (टेस्टमोज)	Dr. Pramod Padwal
4	Monday, 28/12/2020	Google Meet, Zoom (गुगल मीट, झूम)	Dr.Samadhan Borse
5	Tuesday, 29/12/2020	Video Making (व्हिडिओ मेकिंग) Kinemaster, Zoom	Dr. Brijesh Tambe
6	Wednesday,30/12/2020	Video Making (व्हिडिओ मेकिंग)OBS	Dr. Sunil Bhoite

On 30/12/2020 the online teachers training program was successfully completed. The valedictory function was commenced at 4pm on 30/12/2020. Initially the coordinator of

the Teachers' Training Program, Dr. Brijesh Tambe briefly explained the success of the program and thanked the principal and the management for constant support and encouragement. Some of the participants expressed their view as a part of feedback about the training program. Dr. K. C. Mohite, Principal C.T. Bora College addressed the participants. He also thanked the management and congratulated the coordinator and the team. The valedictory program was summed up with vote of thanks.

**Dr. Brijesh Tambe**  
Coordinator

**Dr. K.C.Mohite**  
Principal