

## A Report

### Online Training (FDP) on Basic Use of ICT Tools in Teaching

(Medium of Instruction: Assamese) (27 January-2 February 2021)

A Workshop in Vernacular Language



শিক্ষণত তথ্য-প্ৰযুক্তিৰ প্ৰাথমিক প্ৰয়োগ  
শীৰ্ষক অনলাইন প্ৰশিক্ষণ  
প্ৰশিক্ষণৰ মাধ্যম: অসমীয়া  
দিনাংক: ২৭.০১-২০২১ বৰ্ষৰ ০২-০২-২০২১



আয়োজক: শিক্ষণ শিকন কেন্দ্ৰ, তেজপুৰ বিশ্ববিদ্যালয়  
পণ্ডিত মন মোহন মালব্য শিক্ষক আৰু শিক্ষণৰ বাস্তৱ অভিজ্ঞান, শিক্ষা সঞ্চালকালয়, ভাৰত চৰকাৰ



**বিষয়সমূহ:**

- Preparation and design of presentation
- Cloud based storage and sharing
- E-content preparation
- Screencasting software
- Tutorial on LMS

**প্ৰশিক্ষণৰ মূল দিশ:**

- বিশেষ শিক্ষকক অসমীয়াত অথবা অসমীয়াত ইংৰাজী মাধ্যমত শিক্ষণদান কৰা কেইবাটাও পদ্ধতি আৰু যন্ত্ৰণাৰ প্ৰক্ৰিয়াৰ ব্যৱহাৰ আৰু প্ৰযুক্তিৰ বিভিন্ন বৈশিষ্ট্য সম্পৰ্কে প্ৰশিক্ষণ প্ৰদান কৰা হ'ব।
- বৈকল্পিক কৰা যন্ত্ৰণাৰ বিভিন্ন সফলৰ সহায়ত প্ৰশিক্ষণ অৰ্থাৎ পৰিৱৰ্তিত হ'ব যাতে শিক্ষকসকলে নিজৰ সৰ্বস্বত্ব অনুসৰি কৌশলসমূহৰ লগত জড়িত হ'ব যাতে শিক্ষণৰ ক্ষেত্ৰত অধিক প্ৰগতি কৰিব পাৰিব।

উপশিক্ষণ পৰ্যায়ৰ লগত জড়িত শিক্ষকসকলৰ বাবে এই প্ৰশিক্ষণ কাৰ্যসূচী মুকলি হ'ব।


সমল ব্যক্তি:  
ডঃ বিপুল কুমাৰ শৰ্মা  
ডঃ স্বপনা বৰা  
ই-কন্টেন্ট ডিজাইন আৰু এমএ  
শিক্ষণ শিকন কেন্দ্ৰ

অবেদনৰ বাবে জনৰ লিংকলৈ যোওক:  
Link: [Apply Here](#)



নিৰ্দিষ্ট প্ৰাৰ্থনাপ্ৰাপ্ত পৰীক্ষণ মূল্য প্ৰদান সম্পৰ্কে  
সম্পৰ্কিত কৰোৱা হ'ব।



Online Training on  
Basic Use of ICT Tools in Teaching  
Medium of Instruction: Assamese  
27 January-02 February, 2021



Teaching Learning Centre, Tezpur University  
PMMNMTT Scheme, Ministry of Education, Govt. of India



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**About the programme**

- The programme is an attempt to introduce basic ICT tools in teaching to the teachers of higher education who use Assamese and English bilingual method of teaching.
- All technical sessions will be pre-recorded video lectures by TLC faculties; participant teachers will be able to watch and practice the tools according to their pace of learning.

Registration Fee: Rs. 500/-

Target participants: Teachers of Higher Education

Resource Person:  
Dr. Bipul K. Sarmah  
Dr. Swapna Bora  
Mr. Ekbal H. Ahmed  
Teaching Learning Centre

Link for registration  
Link: [Apply Here](#)

Note: The process of payment for registration fee will be shared on due course of time with the shortlisted candidates

Following the spirit of the National Education Policy 2020 that emphasis the need to focus on regional language in higher education, TLC, Tezpur University organized an Online Weeklong Training program on Basic Use of ICT Tools in Teaching for the Assamese speaking teachers from higher educational institutions during 27 January and 2 February 2021. The objective of the workshop was to enable the teachers to use different online platforms and tools for online teaching and to understand the different aspects of SWAYAM and MOOCs.

Initially 69 teachers applied for the program and out those 36 have successfully completed the program. Here is a day and session wise information about the program.

The program was managed through Google Classroom. Live classes were conducted through Google Meet. Communications were managed through Google Classroom, WhatsApp group, email and phone calls.

Day 1: 27/01/2021

The program started with introduction and orientation. Here the Director of TLC, Prof. M. K. Sarma discusses about the objectives of program and also mentioned about the topics covered in the workshop and the norms to be followed the program. In the first technical session conducted by Dr. Swapna Bora, Assistant Professor, TLC,TU discussed about Open Education Resources and how to effectively use OER for teaching in her pre-recorded lecture . In the second session Ikbal Hussain Ahmed discusses about use of screen casting for creating educational resources. In the third session, Dr. Swapna Bora shared a pre-recorded lecture on how to prepare presentations for effective teaching.

Day 2: 28/01/2021

The first session was a live session. Prof. S.S. Sarkar, a person of international reputation for his MOOCs Course, shared his experience on the topic Steps in Developing E-content. In the second session, Ikbal Ahmed presented tutorial on how use screencasting software. In the third session, Dr. Bipul Kumar Sarmah, Dept of Mathematics, Tezpur University gave an introductory lecture on Moodle LMS. In the fourth Session, Dr. Swapna Bora delivered on the second part of the topic on preparation of presentation.

Day 3: 29/01/2021

The first session was a live session. Prof. Nityananda Sarma from Dept. of Computer Science and Engineering, Tezpur University discussed about Learning Management System: Google Classroom. In the second session Dr. Swapna Bora discussed about preparation of e-content. In the third session, Ikbal Ahmed demonstrated about how to use screencast-o-matic software to create e-learning materials. The fourth session was allotted for practice by the participants on the demonstrated software.

Day 4: 30/01/2021

In the first session, Dr. Bipul Kumar Sarmah shared pre-recorded videos on how to use Moodle for assessment. In the second session, Dr. Swapna Bora shared her pre-recorded video on Online and Interactive Presentation. In the third session, Ikbal Ahmed from TLC, TU shared a pre-recorded video on how to use OBS Studio for creating e-resources. In the fourth session, Dr. Swapna Bora shared demonstration on using Google Classroom.

Day 5: 01/02/2021

Ikbal Ahmed took the first session on online content storage and sharing. Here tutorial was shared on cloud based sharing of learning materials. In the second session, Dr. Swapna Bora shared tutorials on using different aspects of google classroom for teaching purposes. In the third session, Ikbal Ahmed shared tutorials on Video Editing: Trimming and Converting, and How to add annotation in a Presentation. The fourth session left for practice by the participants.

Day 6: 02/02/2021

In the first session. An online objective test was conducted to assess the progress of the participants. The second session was a live interactive session. In this session, Ikbal Ahmed, Dr. Swapna Bora and Dr. Bipul Kumar Sarma answered to queries of the participants regarding the sessions conducted by them.

This was followed by short live valedictory program where participants gave their feedback about entire program. Prof. M. K. Sarma addressed the participants and lauded their active participation. The program was concluded after vote of thanks.