Three Day Faculty Development Program on
"<u>Interdisciplinary Software &</u>
<u>Hardware Tools</u>"

Date   : 2nd to 4th December 2019

Venue: Royal College of Engineering & Technology, Akikkavu

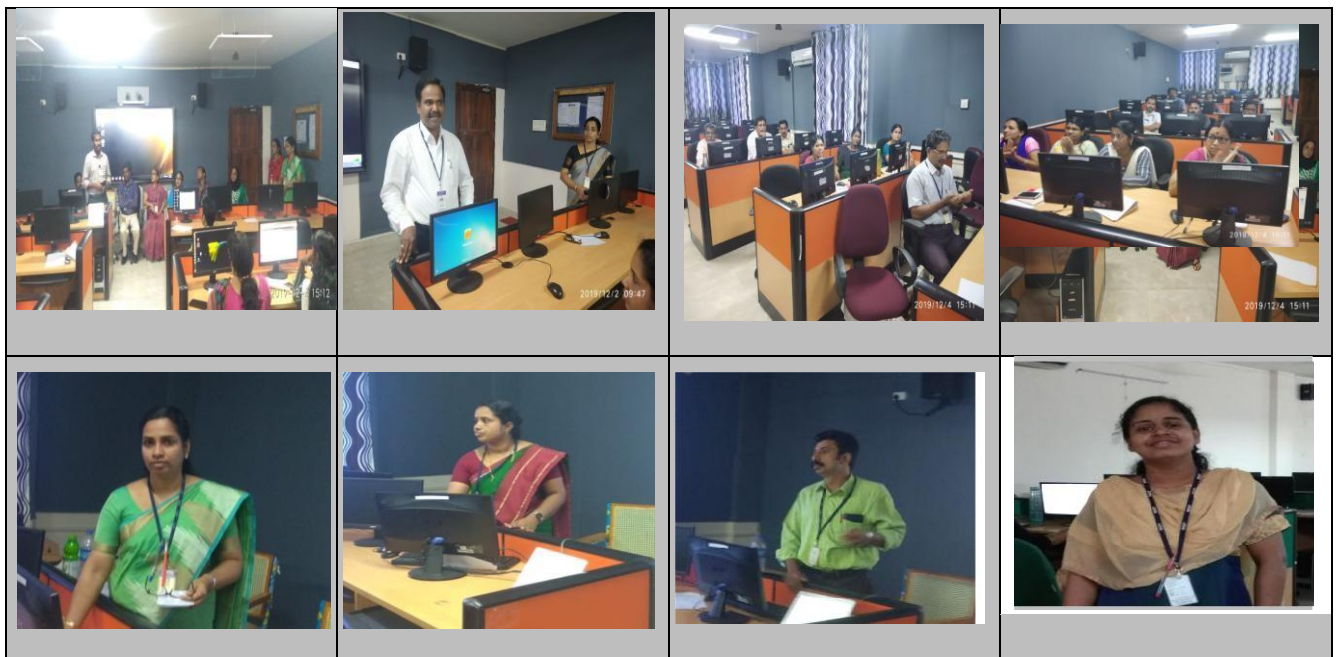Participants: Technical Staffs from all departments.

<u>Report</u>

Department of Computer Science & Engineering (CSE),in assosiation with R-SAIL conducted a three day faculty development program (FDP) on **"Interdisciplinary Software And Hardware Tools**", during 2nd to 4th December 2019. The Technical Staffs from all departments were participated in the program. The main aim was to empower our technical staffs with computer skills.

The sessions were handled by Mrs. Mini Ittoop, Mrs. Sabitha Santhosh , Mrs. Shefin C Samson, Mr. Siju.C.C, and Mr. Subish C S, Technical Staffs, Department of CSE, RCET.

Day-1 (02/12/2019):

The morning session was started with the basics of programming using the high level language 'C'. And we made all staffs to code a simple C program having simple input output functions and simple arithmetic operations. And they learnt how to edit , compile and run a C program.

In the Afternoon session we started with Microsoft office word 2007 software. We explained the document preparation and Menu options in word.

Day-2 (03/12/2019):

The morning session on day-2   was concentrated on more features on MS Word. The afternoon session was started with MS Excel and learned how to make work sheets and explained all features of Ms Excel. Then started with MS Powerpoint which enabled them to make presentation using slideshows. Also learned how to make Google Forms for getting feedback.

Day-3 (04/12/2019):

The day 3 was equipped with learning of internet tools like Gmail handling, downloading files, printing files, uploading files to internet, sharing files to Google drive etc. Also familiarisation of hardware parts was conducted.

The valedictory function of the program was conducted at 3:30pm on the third day. In absence of Principal, the Principal in charge Dr. Devi V, IQAC Director, all HOD's & Dr. Pradeepkumar S P were present on our ending session and distributed the certificates of participation to the staffs. Dr Devi V appreciated the technical team of

CSE department for hosting such a program and explained the importance of conducting frequent FDP's to enhance the computer skills of technical staffs.

Mr. Sreeraj R., HOD of Department of CSE appreciated the staffs through his felicitation speech and give awareness on Artificial Intelligence. Mr. Sankunny T M and Ms. Sreeja P V shared their valuable feedback about the program. The function adjourned at 4 PM and the cooperation from all staff and sincere involvement of our technical team was very much helped the successful winding up of the program with God's Grace.

Ms. Mini Ittoop,
FDP Coordinator,
CSE Dept.
RCET