

Details of Webinars, Seminars, Training programmes Organized by Internal Quality Assurance Cell

Workshops/ Seminars Organized by IQAC			
Dates (from-to) (DD-MM-YYYY)	Title of the professional development program organised for teaching staff	No. of participants	Page no for Reports and event details
2021			
16-12-2021	Intellectual Property Awareness Week , IQAC	85	2
10/12/2021 - 11/12/2021	National Education Policy (NEP) 2020 , IQAC	62	3-7
07-07-2021	Capacity building Program on “OBE: Simplification and Solution” with Dr. Ruchika Ramakrishnan, Coordinator, OBE Evaluation, Dean, Examination Office, IQAC	40	8
20-01-2022	webinar on “Certificate Course on Travel and Tourism Automation”	118	
2020			
13-18 May 2020	Emotional Intelligence, IQAC	130	9-11
04/08/2020	Workshop on G - Suite and Google Apps	140	12-13
2019			
2017			
05-05-2017	DELNET - Workshop on Resources & Services: Boundless Possibilities for Research & Reference, IQAC	54	
Programme for Non-Teaching Staff			
20/12/2017 - 21/12/2017	Two Day Workshop on Office Procedures, Conduct Rules, E-Procurement & Government E-Marketplace (GEM) , IQAC	25	32 – 35
29-06-2017 to 30/06/2017	Two Day Computer Training Programme on ‘MS-Word, MS-Excel and MS-PowerPoint’, IQAC	27	36-37

IPR AWARENESS PROGRAMME

Organized by IQAC

In Collaboration with

Office of the Controller General of Patents, Designs & Trademarks

Under Intellectual Property Awareness Week

Date - 16/12/2021

Venue – Online on Zoom Platform

Link of the Event - <https://us02web.zoom.us/j/89710704320?pwd=QmVHcWRzdjFXUEFjOVBiRUh2QT09>

Meeting ID: 897 1070 4320

Passcode: 452588



Report of the Event

Office of the Controller General of Patents, Designs & Trademarks organized an Intellectual property awareness programme in collaboration with IQAC, Kamala Nehru College on 16-12-2021. The event's catchphrase "Creative India; Innovative India" is indicative of the national Intellectual Property Awareness Mission under the aegis of Department for promotion of Industry and Internal trade, Ministry of Commerce, and Industry.




IQAC Kamala Nehru College organised one day seminar on Intellectual property Right awareness being organised in Collaboration with office of Controller General of Patents, Designs and Trademarks under the Ministry of Commerce and Industry, Government of India. The event had a participation over 200 including students and faculty members of the institution.

Speaker for the session was Miss Prachi Prateeti. Miss Prachi Prateeti holds designation of Examiner of Patents and Designs in the Department for Promotion of Industry and Internal Trade under the Ministry of Commerce and Industry. She is an alumnus of University of Delhi. She herself is a holder of IPR. Her mission is to take knowledge of IPR to masses.

Miss Prachi stressed on Intellectual property rights issues and its importance and explained her point with very interesting examples of recent IPR granted to India and to individuals. These IPR as explained by her can be logos, slogans, formulas, products, writings, research work etc

National Education Policy (NEP) 2020 The National Education Policy NEP 2020 states that pedagogy must evolve to make education more experiential, holistic, integrated, inquiry-driven, learner-centred, and flexible. The policy envisions the curricular structures to enable creative combinations for study that would offer multiple entry and exit points removing the rigid boundaries of disciplines and creating new possibilities of lifelong learning and evolve interdisciplinary thinking. In view of the mandate of NEP it is required of the institution to prepare itself to implement it through the institutional mechanism of the college.

In this regard, the Internal Quality Assurance cell (IQAC) of the Kamala Nehru College organized a two-day national webinar on the topic National Education Policy 2022 in collaboration with Siksha Sanskriti Utthan Nyas, 10th - 11th December 2021.

INTERNAL QUALITY ASSURANCE CELL (IQAC)
KAMALA NEHRU COLLEGE
in collaboration with
SHIKSHA SANSKRITI UTTAN NYAS
presents
NATIONAL WEBINAR ON
NATIONAL EDUCATION POLICY
(NEP) 2020

Platform: ZOOM & YouTube live streaming

DATE- 10TH DECEMBER 2021	DATE- 11TH DECEMBER 2021
TIMING:	TIMING:
10:30-11:00 AM-INAUGURATION	10:30-12:00 PM- SESSION I
11:00-12:30 PM- SESSION I	2:00- 3:30 PM- SESSION II,
2:00-3:30 PM- SESSION II	



Invited Speakers

- 1.Prof. Harmohinder Singh Bedi
Chancellor, Central University of Himachal Pradesh
- 2.Dr. Vikas Gupta
Registrar, University of Delhi
- 3.Prof. Padmavati B. S.
Head, Centre for Educational and Social Studies,
Bengaluru
- 4.Prof. Dayashankar Tiwari
Department of Sanskrit, University of Delhi

Prof. Kalpana Bhakuni
PRINCIPAL, KNC

Smt. Upasana Aggarwal
CO-ORDINATOR

Dr Renu Bali
CONVENER, IQAC

DATE: 10th December, 2021
YouTube Link: <https://youtu.be/c9wJGum2FX0>

DATE: 11th December, 2021
YouTube Link: <https://youtu.be/uKHY8oqrFz8>

National Education Policy (NEP) 2020

‘आज़ादी का अमृत महोत्सव’

Day 1
Date 10th December 2021
10:30 am - 11:00 am Inauguration
11:00 am - 12:30 pm Session 1
Prof. Padmavati B.S., Head, Centre for Educational and Social Studies,
Bengaluru.
Theme: Institutional Development Plan.

2:00 pm - 3:30 pm Session 2
Prof. Dayashankar Tiwari, Department of Sanskrit, University of Delhi.
Theme: राष्ट्रीय शिक्षा नीति, २०२० में संस्कृत की भूमिका

YouTube Link: <https://youtu.be/c9wJGum2FX0>

❦

Day 2
Date 11th December 2021
10:30 am - 12:00 noon Session 1
Prof. Harmohinder Singh Bedi, Chancellor, Central University of Himachal Pradesh.
Theme: Promotion of Indian Languages, Arts and Cultures.

2:00 - 3:30 pm Session 2
Prof. Vikas Gupta, Registrar, University of Delhi.
Theme: Academic Bank of Credit.

YouTube Link: <https://youtu.be/uKHY8oqrFz8>

DAY 1 – 10th December 2021**TIMING:**

10:30 -11:00 PM - Inauguration

11:00 am – 12:30 PM- Session 1

2:00 – 3:30 PM - Session 2

Links**Zoom Meeting**<https://us02web.zoom.us/j/81274373614?pwd=SjBnbWxVcFBXdE1YZHdSMVhjTjJldz09>

Meeting ID: 812 7437 3614

Passcode: 974781

Report of the Event

The session 1 of the day 1 begun with inaugural address by the esteemed coordinator of the IQAC Dr. Renu. The first session of the two-day Webinar was addressed by Chairman of the collaborating organization Shri Devender Singh ji, Shiksha Sanskriti Utthan Nyas. Shri Devender ji highlighted the need of revised curriculum in higher education to incorporate elements of indigenous knowledge base to explore the solution-oriented syllabus and to bring the faculty fraternity on a common platform to meet the common goal of education.

Followed by the inaugural address, esteemed principal, and the chairperson of the IQAC – Prof. Kalpana Bhakuni welcomed the audience in the two-day national webinar. Prof. Bhakuni presented a brief idea about the documented policies of the National Education Policy 2021 directed towards transformation of the education system keeping the importance of demographic profile and aspirations of the young population in educational policies.

The first session By Prof. Dr. Padmavathi B S, Head , Centre for Educational and Social Studies, an awardee of prestigious awards from international bodies and contributor in the state education policies, NGOs in the educational domain and rich academic resources. Prof Padmavati urged the need to revisit the course curricula of higher education to suit the pursuits of emerging higher educational needs through bringing the stakeholders' thought processes on common platform to redesign the policy. She focussed on implementation part of the proposed policy by introducing the roles of UGC RUSA, NPIU, TEQIP as part of strategic Institutional Development Plans (IDP), components to be included in IDP of the Higher Educational Institutions (HEI) within the framework of NEP recommendations. Some of the important components emphasised were curriculum improvement, funding of topic centered clubs and activities organized by students, initiatives of Academic Bank Credit and Teachers capacity Building (FDP's) etc and making the same accessible and equitable. The wholistic presentation further covered the strategic steps and guidelines towards implementing the NEP recommendations in HEIs.

The first Session ended with an announcement to follow-up the second session of the first day

In the second session of the first day of the webinar, Prof , Dayashankar Tiwary, delivered a talk on the topic " Rastriya Siksha Niti 2020 mai Sanskrit ki Bhumika" (Role of Sanskrit in the National Education Policy 2020). Dr. Tiwary emphasized on the role of multilingual pedagogy in the education system including the regional languages. Sanskrit being the third most important language shall be made multidisciplinary to establish it as professional course and further as a medium to connect Vedic knowledge with the tenets of the core science and social science disciplines including the purse sciences such as engineering and mathematics. The provision

of financial assistance to the discipline is required for development of the larger targets. Dr Tiwary urged for a larger endeavour towards translation of the Vedic knowledge for which Institutions shall establish specialized centres. He also pointed out the provision of financial assistance towards meeting the goal of making the discipline not just as a language but also as a capability to be suitable for the professional and career pursuits.

The participants raised several queries during the question-and-answer session such as focussing the measures to be taken towards connecting the Higher education with Secondary and Senior secondary school education.

The session ended with endorsing remarks and need to develop adequate infrastructure and technology in HEI for promotion of Sanskrit as a professional program by Prof. Kalpana Bhakuni. The session ended with vote of thanks by the IQAC coordinator.



Shri Devender Singh

Chairperson, Shiksha Sanskriti Utthan Nyas



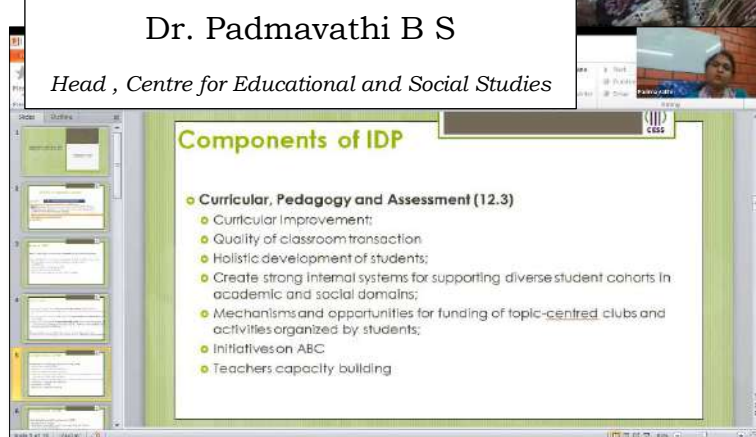
Prof. Kalpana Bhakuni

Principal, Kamala Nehru College & Chairperson,



Dr. Padmavathi B S

Head , Centre for Educational and Social Studies



Day 2 – 11th December 2021

TIMING :

10:30 – 12:00 PM - Session 1

2:00 – 3:30 PM – Session 2

Links

@ Zoom Meeting

<https://us02web.zoom.us/j/89549111587?pwd=bFRXRU1ERIFCVVFIMFA0bzVxVjZYZz09>

Meeting ID: 895 4911 1587

Passcode: 610844

@ Youtube LIVE

<https://www.youtube.com/watch?v=y-oTIFNn9C4>

To ensure an enriching amalgamation of the Indian knowledge system and modern education the institution lays emphasis on adopting the Indian languages as the channels of imparting knowledge rooted in indigenous wisdom

The session 2 of the day 2 begun with an inaugural address by Principal and chairperson of the IQAC - Prof. Kalpana Bhakuni, followed by an address by Dr. Harmohinder Singh Bedi ji's, Hon'ble Chancellor, Central University of Himachal Pradesh on the National education policy 2022. The highlights covered some crucial propositions and tenets of the new education Policy mainly incorporating the diverse linguistic needs of the students and integration of indigenous languages with the education policy. The importance of languages at primary level of education is the beginning of integrating the indigenous philosophies and scientific temperament with mainstream pedagogy, therefore the national education policy is an inclusive education policy.

The second session of the webinar comprised an address by esteemed registrar of the University of Delhi- Dr. Vikas Gupta on the theme "Academic Bank of credit" The question answer session followed by the session raised queries in relation with course curriculum, multiple degrees



Prof. Kalpana Bhakuni

Principal, Kamala Nehru College & Chairperson, IQAC



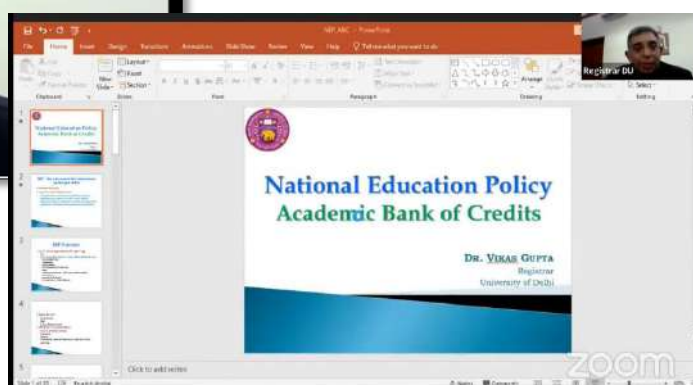
Dr. Harmohinder Singh Bedi

Hon'ble Chancellor, Central University of Himachal Pradesh



Dr. Vikas Gupta

Registrar, University of Delhi



Capacity Building Program on

OBE: Simplification and Solution

Dr. Ruchika Ramakrishnan, Coordinator, OBE Evaluation, Dean, Examination Office,

Organized by IQAC, Kamala Nehru College

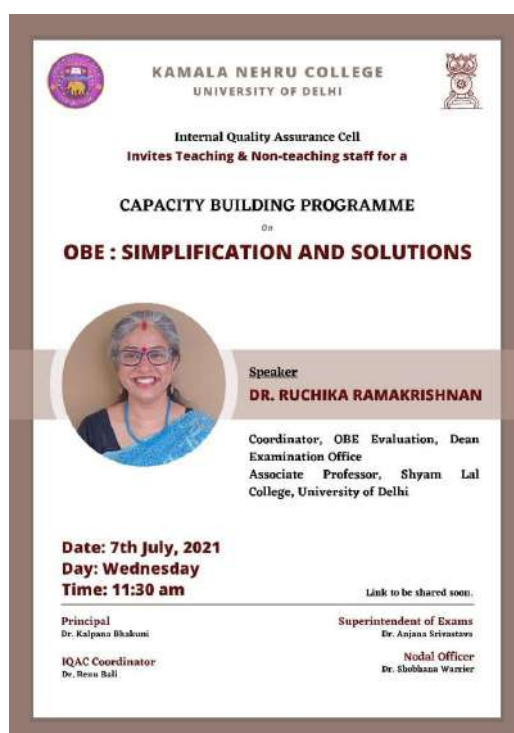
Wednesday, July 7, 2021 · 11:30am – 1:00pm

Platform: Google Meet

The phases of pandemic and subsequent lockdown necessitated development of modalities for organizing, conducting the teaching, learning and stress-free evaluation process for the students and faculty fraternity. The institution developed adequate modes of online teaching through various platforms and means which required to be inculcated in the form of assessments and examinations. The Open book Examinations was first of its kind to be adopted for the conduct of examinations and evaluations processes at such wider scale. In accordance with the direction by the university guidelines for adoption of OBE and evaluation method, the IQAC organized a capacity building programme titled "OBE: Simplification and Solutions" Dr. Ruchika Ramakrishnan, Coordinator, OBE Evaluation, Dean, Examination Office on 7th of July 2021 through online mode on google meet, participated by 40 faculty members including the core team members of the IQAC , Examination Cell of the institution.

The session introduced the modalities of OBE evaluation by the teachers. The session begun with introduction to the OBE portal developed by office of the Examination, University of Delhi followed by OBE portal Access procedure, evaluation and score allotment and submission of scripts. The systematic step by step presentation the process to access the question paper, evaluation in accordance with the sequence of question numbers and verification of the completion of evaluation and submissions helped the teachers to be prepared for timely completion of the evaluation process. The programme ended sharing the contact details of the helpline numbers and query resolution team from the university office of examination.

Many queries were answered and discussed during the question answer session.



KAMALA NEHRU COLLEGE
UNIVERSITY OF DELHI

Internal Quality Assurance Cell
Invites Teaching & Non-teaching staff for a

CAPACITY BUILDING PROGRAMME
On
OBE : SIMPLIFICATION AND SOLUTIONS

Speaker
DR. RUCHIKA RAMAKRISHNAN
Coordinator, OBE Evaluation, Dean
Examination Office
Associate Professor, Shyam Lal
College, University of Delhi

Date: 7th July, 2021
Day: Wednesday
Time: 11:30 am

Link to be shared soon.

Principal
Dr. Kalpana Bhakuni

Superintendent of Exams
Dr. Anjana Srivastava

IQAC Coordinator
Dr. Resu Bali

Nodal Officer
Dr. Shobhana Wazir

Webinar on
Certificate Course on Travel and Tourism Automation
 Organized by IQAC
 Date - 20/01/2021

IQAC organized a webinar to familiarize students with the UGC-NSQF courses initiated by Kamala Nehru College. It was held in online mode on 20 January 2021 at 1 P.M. The webinar was about a Certificate Course on Travel and Tourism Automation. The six-month Course was to be initiated in April 2021. It was attended by around 105 students from KNC and outside. The speakers were from the Bird Academy, Ms. Meenakshi Dua Country Head-Education, Bird Group, and Ms. Vineetha G Manager Training, Bird Academy. The speakers apprised the students about the course and answered the queries raised.. Students were made aware of the benefits of the course including job opportunities related to it. It was a very informative session.






**Bird Academy and Kamala Nehru College
cordially invite you to a webinar on**

**Insight to Certificate course in Tourism
and Travel Automation**

**On 20th January 2021
Wednesday 01:00 PM to 2:00 PM**

<https://bit.ly/3ql6dHq>

Meeting ID: 837 5889 3137 Passcode: 680753

Speakers



MS. MEENAKSHI DUA
Country Head - Education
Bird Group



MS. VINEETHA G
Manager Training
Bird Academy

facebook.com/birdacademy
instagram.com/bird_academy_official
linkedin.com/company/bird-academy/
twitter.com/academy_bird
quora.com/profile/Bird-Academy-1

birdacademy.in

A screenshot of a presentation slide titled 'Certificate Course in Tourism and Travel Automation (CCTTA)'. The slide mentions Kamala Nehru College, University of Delhi, and Bird Academy. It describes the course as a 6-month UGC scheme of National Skills Qualifications Framework (NSQF) to achieve vocational qualifications after 10+2. The course is designed to enhance skills and knowledge of travel and tourism industry aspirants, preparing them for entry level jobs at the airports, travel agency, front desks, and similar jobs. It will also give you an in-depth knowledge of airfares and ticketing concepts with experience of working on live GDS system and industrial visits. The slide also mentions 'Course duration - 6 months', 'Course fee - INR 11,000', 'Last date for admission - 30th January 2021', and 'The classes will be offline as per UGC guidelines'. There is a small inset image of a Zoom meeting in the top right corner.

Report on
Faculty Development Programme
Emotional Intelligence
Organized BY IQAC

in Collaboration with ICT ACADEMY,



Chennai Tamil Nadu, India

on
 13 May 2020-19 May 2020
https://www.knc.edu.in/document/FDP_brochure.pdf

The Internal Quality Assurance Cell (IQAC) of Kamala Nehru College organized a pioneering online Faculty Development Programme (FDP) in collaboration with ICT Academy. The subject of the FDP was “Emotional Intelligence”.

The online live FDP was conducted by Mr Sunil Borah (Senior Trainer, Training and Research) and Mr Jino Jose (Deputy Manager, Training and Research) from ICT Academy. The FDP was held from 13 May 2020 to 19 May 2020 for a total duration of eight hours. The objective of the course was to understand the significance of Emotional Intelligence at workplace and learn how to improve and apply Emotional intelligence at work and to allow faculty members to become emotionally intelligent personally and professionally.

The training was conducted online daily from 11- 12:30 P.M on the Cisco Webex platform. The training modules consisted of interactive sessions with the trainers and daily polls to ascertain the level of understanding of the participants. The FDP was concluded with a vote of thanks from the trainers and the IQAC coordinator Dr Renu Bali. The principal, Dr Kalpana Bhakuni encouraged and congratulated the participants, trainers and organizers of the FDP. The FDP was completed successfully by 61 faculty members from various departments of the college. Certificates of participation were downloaded successfully by the faculty members from the ICT Academy website.

Overview of the Course (as per the leaflet provided by ICT academy)

Emotional Intelligence (EI) is the ability to identify, assess, and control the emotions of oneself, of others, and of groups. We observe that the supposedly brilliant and well-educated people struggle to accomplish great things. We have seen that there are always those brilliant in the workplace, the ones who inspire others and seem to provide the momentum for the entire team. What makes great leaders truly extraordinary is not necessarily their IQ, but their EQ. Not education; neither experience nor knowledge completes the skill set required. Then what is it? It is almost always this concept called emotional intelligence.

Emotional Intelligence is so critical to success that it accounts for 58 percent of performance in all types of jobs says research. Here is a workshop on Emotional

intelligence that would help professionals, perform better, build lasting business relationships and serve the clients better.

Who is this Course for?

- College faculty who wants to improve their EQ
- Faculties who are not able to control their emotions in class
- Faculties who are not able to control student emotions in class

Course Objective

- On successful completion of the course, participants should be able to:
- To understand the significance of EI at workplace, and learn how to improve and apply Emotional intelligence at work
- To become emotionally intelligent personally and professional

Course Outline

The contents of this course are designed to support the course objectives. The following focus areas are included in this course:

- **Module 1: Introduction**
 - Introduction to Emotional Intelligence
 - Why EQ matters more than IQ?
 - Roles of EQ in workplace
- **Module 2: Knowing Emotions**
 - Knowing different emotions
 - Becoming aware of your emotions
 - Being sensitive to self and others
- **Module 3: How Emotional Intelligence you are?**
 - EQ Test
 - Improve your EI
 - Developing EI will impact on all areas of life
- **Module 4: Roadblocks to effective communication**
 - Self-management
 - Emotional resilience
 - Personal power
 - Goal directedness
 - Flexibility
 - Personal connections
 - Self-awareness
 - Self-Regard
 - State of emotional mastery.
- **Module 5: Classroom Intelligence**
 - Building trust
 - Making students emotionally intelligent
 - Dealing with Difficult Students
 - Behavior Management
- **Module 6: Stress Management**
 - Basics of Stress
 - Types of Stress faced by Faculty



Sample certificate



Workshops on Introduction to Digital platforms for Online Teaching and College Activities

Pandemic of Covid-19 brought a major shift in the education system as the teaching learning process was imparted on the online mode. Despite the unprecedented situation worldwide, with the consistent efforts of teaching community, optimum utilization of various online resources and the IT infrastructure, the teaching-learning process in the college did not face a slowdown. Rather, the creation of online study material on Google classrooms, regular online meetings, lecture series on teams, group discussions, and continuous research contributions using digital platforms helped in the enhancement of the knowledge base of the students as the prime stakeholder. In this regard, the IQAC organized two sessions to introduce digital software packages to carry forward the teaching and college activities during the lockdown phases with an intent to blend the same with offline teachings later

Online Workshop on Demo Session: Microsoft Teams

By E-Galactic

2nd August 2020

<https://www.knc.edu.in/document/2ndaug.jpeg>

A demo session of Microsoft teams was organized by IQAC on 2nd of August 2020 through invited presenter from E-Galactic – an Pune based Educational Software provider.



One Day Workshop on Workshop on G - Suite and Google App

by Dr Thiyagu Suriya, School of Education, Central University, Kerala.

August 4, 2020; 3:00 PM

<https://www.knc.edu.in/document/4thaug.jpeg>

in the second phase, IQAC organized a workshop on G- Suite and Google Apps with invited trainer Dr. Thiyagu Suriya, Department of Education, School of Education (SEd), Central University of Kerela.

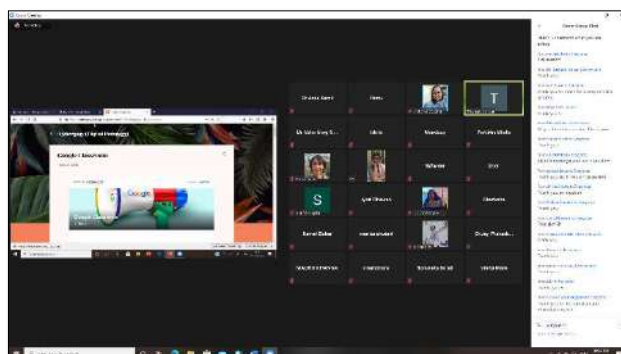
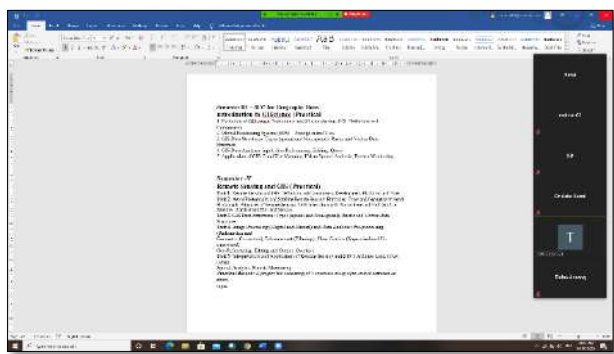
The Session covered various dimensions of organizing teaching through google Apps. The Google classroom, management of study materials, scheduling interactive lectures through integrating the scheduling of classes with Google calendar, managing assignments and assessments, to upload learning materials – linking video tutorials, PowerPoint presentations, E resources etc. A Realtime hand-on exercise helped the faculty members to create a few tasks and raise their queries

A total 140 Faculty members joined the workshop. The question-and-answer session indicated towards an appreciable response from the faculty fraternity towards adoption of the google apps as online teaching modules.

Outcome

With the beginning of the new academic session in the month of August 2020, for interactive virtual classroom sessions, the college subscribed to the G-Suite package for the normal 'classroom' teaching. For other academic needs, communication technology such as 'Zoom' and specialized G-suite packages are subscribed for online seminars, webinars, etc to accommodate a larger number of participants.

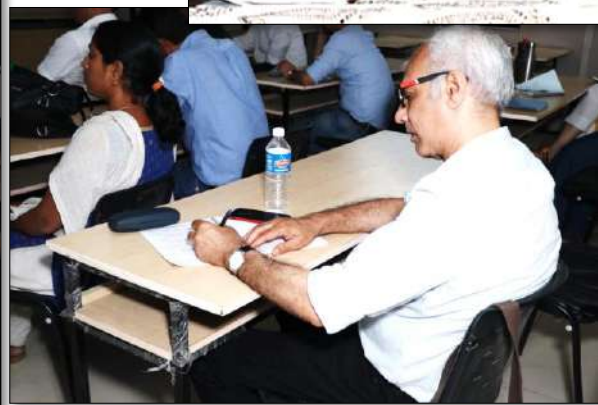
Snapshots of the Workshop



Workshop on
'Revised Accreditation Framework: Highlights of NAAC'
Organized by IQAC
2nd May 2019, 11am to 5pm

Internal Quality Assurance Cell of Kamala Nehru College, University of Delhi organized a workshop on 'Revised Accreditation Framework: Highlights of NAAC' on 2nd May 2019, 11am to 5pm for a detailed understanding of new guidelines for the preparation for the second cycle of accreditation of college by NAAC which is due in 2021-22. All the members of IQAC, Teacher-In charges of the Departments, Conveners of Committees and Societies of College, AQAR representatives of each Department as well as the Section Heads of the Administrative staff attended the workshop. The purpose of arranging the workshop was to get the whole college together towards the first step for the preparation of the second cycle of accreditation.

The opening address was delivered by Dr. Kalpana Bhakuni, Principal (Offg.) Kamala Nehru College and the two distinguished speakers were, Dr. Pratibha Singh, Deputy Advisor, NAAC, New Delhi and Prof. (Dr.) Mohinder Kaur Grewal, Academic Consultant NAAC and Former Principal, GCC College, Ludhiana. Both the speakers with their rich association and experience with NAAC spent two and half hours each to shed light on minutest details related to changed guidelines as well as how the college should spearhead its preparation of data collection and compilation for SSR. Dr. Pratibha Singh addressed the participants on 'Revised NAAC Accreditation Guidelines: A Framework' and Dr. Mohinder Grewal shared through her experience on 'How to Collect/Prepare Data According to New Accreditation Guideline', An hour-long session was demarcated for discussion at the end. Seventy-Five participants were there, and the session ended with a note of thanks by Dr. Geetesh Nirban, Convener IQAC.



**Details of professional development /administrative
training programs organized by the institution**

For NON-TEACHING STAFF

Two Day Workshop on Office Procedures, Conduct Rules, E-Procurement & Government E-Marketplace (GEM)

KAMALA NEHRU COLLEGE
(University of Delhi)
NAAC Accredited with 'A' Grade
August Kranti Marg, New Delhi - 110049
Phone: 011-26494881, Telefax: 011-26495964
E-mail: kamla.nehru_du@hotmail.com



Estd. 1964

कमला नेहरू कॉलेज
(दिल्ली विश्वविद्यालय)
रू. स. युव. प्र. प. द्वारा 'ए' श्रेणी प्रत्यापित
अगस्त क्रांति मार्ग, नई दिल्ली - 110049
दूरभाष: 011-26494881, टेलीफैक्स: 011-26495964
ई-मेल: kamla.nehru_du@hotmail.com

KAMALA NEHRU COLLEGE

(UNIVERSITY OF DELHI)

NAAC Accredited 'A' College

August Kranti Marg, New Delhi-110049

Telephone No.011-26494881 Telefax No.011-26495964

Website: www.knc.edu.in

Email ID: kamla.nehru_du@hotmail.com, kamla.nehru_du@hotmail.com

NOTICE

The Internal Quality Assurance Cell (IQAC) of Kamala Nehru College (University of Delhi) is organizing a Two-Day Workshop on 20th and 21st December, 2017 on "Office Procedures (Noting & Drafting), Conduct Rules, E-Procurement and Government e-Marketplace (GeM)" for the benefit of Faculty, Officers and Official Staff related to the subject concerned in Colleges and University of Delhi.

The main motive of the workshop is to provide basic skills on 'Noting & Drafting' required in all offices, inculcate awareness on basic conduct to be adhered by all concerned staff. Apart from the above, the workshop intends to provide hands on practical training in connection with new aspects established by the Government i.e., E-Procurement and Government e-Marketplace (GeM). The complete workshop schedule is placed at page 2.

The registration of participants will be considered on First-cum-First-Service basis. Maximum Three (03) participants from the Colleges of University of Delhi and University of Delhi will be considered for the workshop. The interested applicants should send their application form duly forwarded by the Principal / Head, latest by 19th December, 2017 by 3.00 pm through e-mail / by hand / by post to the Principal (Officiating), Kamala Nehru College (University of Delhi), August Kranti Marg, New Delhi-110049, email: kamla.nehru_du@hotmail.com.



(DR. KALPANA
BHAKUNI)
PRINCIPAL(OFFICIATING)

Note:-

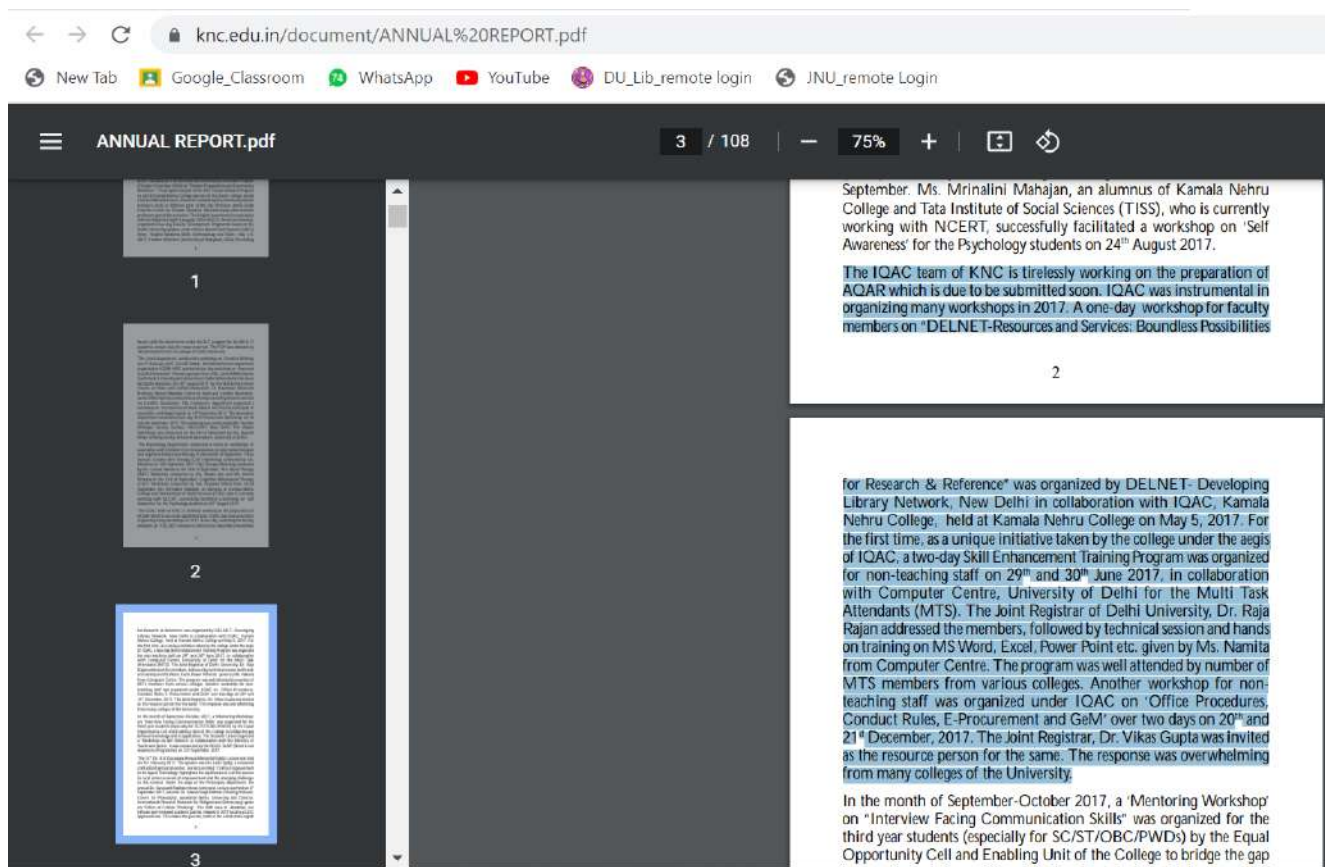
1. The details of the workshop are also available at: <https://knc.edu.in>, www.du.ac.in.
2. The Participation Certificates will be awarded only to those applicants, who will attend the workshop on both days.

Estd. 1964

Details of the Event details may be found under the Institution's "Annual Report" for the year 2017 - <https://www.knc.edu.in/document/ANNUAL%20REPORT.pdf>

Page no – 2-3

Screenshot of the Excerpts from the Annual Report 2017 (Highlighted Portion)



Snapshots of the event

2-Day Computer Training Programme on
MS-Word, MS-Excel, and MS-PowerPoint

on

29th & 30th June, 2017

Organized by IQAC, Kamala Nehru College

For

Multitasking Non-Teaching Staff (Admin, Accounts, Labs & Library), University of Delhi's colleges
in collaboration with
the Delhi University Computer Centre

KAMALA NEHRU COLLEGE
 (University of Delhi)
 NAAC Accredited with 'A' Grade
 August Kranti Marg, New Delhi – 110049
 Phone: 011-26494881, Telefax: 011-26495964
 E-mail: kamla.nehru_du@hotmail.com



Estd. 1964

कमला नेहरू कॉलेज
 (दिल्ली विश्वविद्यालय)
 ए. स. क्रांति मार्ग, नई दिल्ली - 110049
 दूरभाष: 011-26494881, टेलीफैक्स: 011-26495964
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KAMALA NEHRU COLLEGE

(UNIVERSITY OF DELHI)

NAAC Accredited 'A' College

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NOTICE

The Internal Quality Assurance Cell (IQAC) of Kamala Nehru College (University of Delhi) is organizing a Two-Day Computer Training Programme on 'MS-Word, MS-Excel & MS-PowerPoint' for skill enhancement from 29th to 30th June, 2017 in collaboration with the Delhi University Computer Centre, University of Delhi for the benefit of Multitasking (MTS) Non-Teaching Staff working in the Colleges of University of Delhi. The complete details of the Training Programme are mentioned in second page.

The Multitasking (MTS) Non-Teaching Staff (Maximum Two participants) from the Colleges of University of Delhi, should send their application form through the Principal of the College latest by 25th June, 2017 to the principal (Acting), Kamala Nehru College. The Training Programme Certificates will be awarded only to those, who will attend the Programme on both days during the training Programme.

DR. KALPANA BHAKUNI
PRINCIPAL(ACTING)

Note: - The details of the Programme are also available at: <https://knc.edu.in>.



Details of the Event details may be found under the Institution's "Annual Report" for the year 2017 - <https://www.knc.edu.in/document/ANNUAL%20REPORT.pdf>

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