

**Report on  
Online Basic Training on Use of ICT in Teaching  
(20 and 23 April,  
2020)**

*Organized by*  
**Teaching Learning Centre, Tezpur University**

In view of the current crisis related to COVID19, and following the guideline of MHRD, and in line with the Spirit of PMMMNMTT Scheme, Teaching Learning Centre, Tezpur University organized a Two-day Online Basic Training on Use of ICT in Teaching on 20 and 23 April, 2020. The program was designed for teachers of Colleges and Universities. The objective of the program was to enable the teachers to use ICT tools for creation and dissemination of e-resources and management of online class. The workshop level was basic and those who were not very familiar with ICT tools found it very useful.

More than 900 participants registered for the programme from across the country. Keeping in view the national interest and urgency to train teachers on online learning and e-learning, all the applicants were invited to join programme through Google Classroom platform. Finally, 732 participants joined the training programme. Out of this 414 participants were found eligible for certificate. E-Certificate was issued to them.

**Program Details:**

In the first day of the programme Welcome Address was delivered by Prof. Mrinmoy K Sarma, Director, TLC, Tezpur University which was through YouTube live and the link was shared with participants in Google Classroom. The programme was followed by the session on "Use of Digital Learning Platforms in Education" and "How to Use Google Classroom: Tutorial for Teachers" delivered by Dr Swapnarani Bora, Assistant Professor, TLC, TU in the form of pre-recorded video. Another session was delivered by Mr. Ikbal Hussain Ahmed, Assistant Professor, TLC, TU on "Screencasting for E-learning", "Tutorial for screencast-o-matic(free version)" and "Tutorial for free cam". This session is also delivered through pre-recorded video. Another pre-recorded session on "Live Classes Using Free Tools" was delivered by Mr. Prayash Baruah, Assistant Professor, Business Administration, TU. A text material on "Open Educational Resources and Database" was given by Dr Bhushita Patowari, Research Associate, TLC, TU.

On the basis of the materials provided to the participants two assignments were given to prepare an e-content and a database in their respective discipline. Participants were also guided through Google Classroom and telephonic conversation for their queries

  
**Director,  
Teaching Learning Centre  
Tezpur University**

as and when they required. On the second day of the programme participants were supposed to submit their assignment. But due to natural/infrastructural obstacles faced by participants, submission of assignment was extended to 24 April, 2020. Finally around 500 participants submitted their assignments. The assignments will be thoroughly reviewed and if found suitable, these will be added to TLC Repository. Participants individual feedback was taken through Google Form and the programme was well appreciated by them. The training programme was ended successfully.

The program was conducted during full lockdown and the resource persons and TLC Team members worked from their respective residents with limited IT infrastructure. The ordinary Google Classroom was used as LMS. Around 10 Classrooms were created to accommodate all the participants. The video contents were uploaded in TLC YouTube Chanel and then links were shared in the classroom. The classroom was also used as a discussion forum.

The details programme schedule is given below:

**Session 1:**

Welcome Address (Live session in YouTube live) Prof. Mrinmoy K Sarma, Director, TLC, TU. Prof. Mrinmoy Sarma discussed the about the significance of digital learning in pandemic situation. He also referred to different facilities available for online teaching and gave an overall idea about the workshop

**Session 2:**

“Use of Digital Learning Platforms in Education” and “How to Use Google Classroom: Tutorial for Teachers” (pre-recorded videos). In this session two pre-recorded videos were shared by Dr Swapnarani Bora, Assistant Professor, TLC, TU.

**Session 3:**


In this session three tutorial videos were shared by Mr. Ikbal Hussain Ahmed, Assistant Professor, TLC, TU. “Screencasting for E-learning” focused pedagogical aspects of Screencasting and brief introduction of several Screencasting software. , The videos titled “Tutorial for screencast-o-matic (free version)” and “Tutorial for free cam” demonstrated how to use such software for creating learning materials.

**Session 4:**

Live Classes Using Free Tools (pre-recorded video). In this session Mr. Prayash Baruah, Assistant Professor, Business Administration, TU demonstrated on using freely available live class tools.

**Session 5:**

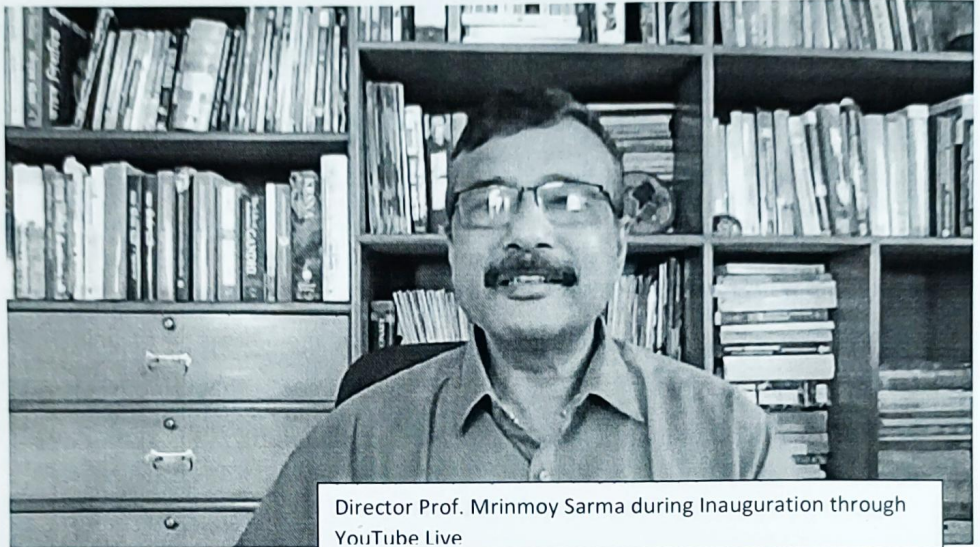
In this session Dr Bhushita Patowari, Research Associate, TLC, TU shared a text-based guideline on how to use and access Open Educational Resources and Databases

1.   
Director.

In addition to this all the participants were asked to create short video contents using Screencasting assignment as part of their assignment.

The program concluded on 24 April with a written note from the director.

Some snapshots of the Program:



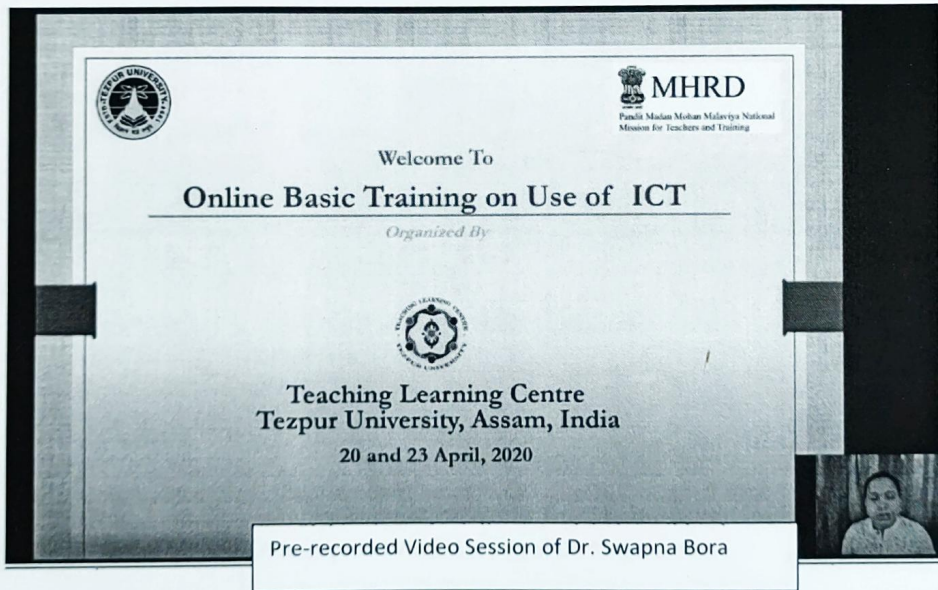
Director Prof. Mrinmoy Sarma during Inauguration through YouTube Live

Online Basic Training on Use of ICT in Teaching

Private

2,025 views · Streamed live on Apr 20, 2020 · Welcome address by the Director, TLC, T. [Show more](#)

183 Dislike Share Save ...



Pre-recorded Video Session of Dr. Swapna Bora

Director,  
Teaching Learning Centre  
Tezpur University



Topic of this session:


# Screencasting for E-Learning

**Instructor:**

Ikbal Hussain Ahmed  
Assistant Professor  
Teaching Learning Centre  
Tezpur University  
Email: [ikbal@tezu.ernet.in](mailto:ikbal@tezu.ernet.in)



Pre-recorded Video Session by Ikbal Ahmed

  
Director,  
Teaching Learning Centre  
Tezpur University

**Notification**

Date: 08/04/2020

**Ministry of Human Resource Development, GoI  
Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching**

**Online Basic Training on Use of ICT**

(20 and 23 April 2020)

*Organized By:* Teaching  
**Learning Centre, Tezpur  
University**

In view of current crisis related to COVID19, Teaching Learning Centre, Tezpur University is going to organize a Two Day **Online Basic Training on Use of ICT on 20 and 23 April 2020**. The program is designed for teachers of colleges and universities. The objective of the program is to enable the teachers to use household ICT tools for creation and dissemination of e-resources. Within its limited scope, the workshop will focus on introducing Digital Learning Platform, Screencasting for creating e-resources and using Google Classroom for dissemination of e resources and management of online class. The workshop level is basic and those who are not familiar with ICT tools may find it very useful. All communication and dissemination of information will be done in online mode. Registration is mandatory for joining the program. There is no registration fee. Further details will be shared with registered candidates only. After successful completion of the workshop, certificate of Completion will be issued to successful participants. The hard copy of the certificates will be available only after lockdown is relaxed..

All programs under PMMMNMTT are equivalent to similar programs of UGC as per UGC Guideline 2018.

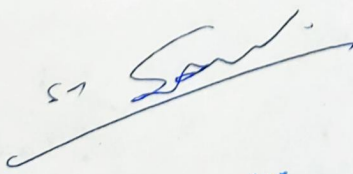
Link for Registration: **Apply Now**

**Last Date of Registration: 18 April 2020**

**Date of Program: 20 and 23 April 2020**

For any query, write to: [tlc.tu@tezu.enet.in](mailto:tlc.tu@tezu.enet.in)

Mobile No. 9954337232 (Dr. Swapnarani Bora, Assistant Professor)  
9717359678 (Ikbal Hussain Ahmed, Assistant Professor)  
8486007296 (Dr. Bhushita Patowari, Research Associate)



**Director,  
Teaching Learning Centre  
Tezpur University**

Sd/-  
Director  
Teaching Learning Centre  
Tezpur University