

## **Activity/Programme 2020-2021**

**Title of Main Activity/Programme: CCC+ Workshop**

**Title/Subject of particular Activity/Programme:**

**CCC+ Workshop**

**Dates: 14,16,22,23,24,26,28,29,30,31, December, 2020 & 1,2,6,7,9,11,12,13,21,22,23,29 January, 2021.**

**Duration: 11:40 to 12:40**

**Instructor: Dr. Pranav Joshipura.**

**Participants:**

- 1) MS.MITA R. SHAH
- 2) MS.BHARTI S. DALWADI
- 3) PRO. BABUBHAI N.CHAUDHARI
- 4) DR. JERAMBHAI V. PATEL
- 5) DR.RITA R. GANDHI
- 6) DR.BHARATBHAI M.TADVI
- 7) MR. HARESHBHAI M.PATEL







## Activity/Programme 2020-21

**Title of Main Activity/Programme: Training for Administrative/Support Staff**

**Title/Subject of particular Activity/Programme: 1 Microsoft Office Word. Excel Power point (Skills)**

**Date: 15 February 2021**

**Duration: 9 to 11 (2hrs)**

Attendees.

Smt. Chandrikaben Patel

Head Clerk

*C. Chandrikaben*

Shri Bharatbhai Patel

Accountant

*B. Bharatbhai*

Shri Narendrabhai Patel

Senior Clerk

*N. Narendrabhai*

Shri Darshan Trivedi

Junior Clerk

*D. Darshan*

Ms. Mittal Prajapati

Temporary Clerk

*M. Prajapati*

**Trainer : Prof. Bharatbhai Kalaria. Uma Arts and Nathiba Commerce Mahila College. Visiting Professor and Computer Programmer**

## Activity/Programme 2020-21

**Title of Main Activity/Programme: Training for Administrative/Support Staff**

**Title/Subject of particular Activity/Programme:**

### **1 Google Drive Management**

**Date: 3 March 2021**

**Duration: 9 to 11 (2hrs)**

Attendees.

Smt. Chandrikaben Patel

Head Clerk

*CDP Patel*

Shri Bharatbhai Patel

Accountant

*SBP*

Shri Narendrabhai Patel

Senior Clerk

*NVP Patel*

Shri Darshan Trivedi

Junior Clerk

*Trivedi*

Ms. Mittal Prajapati

Temporary Clerk

*M. Prajapati*

**Trainer : Prof. Bharatbhai Kalaria. Uma Arts and Nathiba Commerce Mahila College. Visiting Professor and Computer Programmer**

## Activity/Programme 2020-2021

**Title of Main Activity/Programme: Faculty Development/  
Training Programme.**

**Duration: 10:45 to 12:40**

No.	Instructor Name	Date	Topic
1	Mr. Bharatbhai Kalariya	10/10/2020	Outlook
2	Ms. Payal Pandya.	12/10/2020	Excel.
	Dr. Mayuriben Patel. Ms. Falguni Patel		Paint.
3	Dr. Pranav Joshipura.	13/10/2020	Word, Paint.
	Ms. Payal Pandya.		Excel.
4	Dr. Pranav Joshipura.	14/10/2020	Word, Excel, Paint.
5	Ms. Payal Pandya.	15/10/2020	Google Spreadsheet
6	Dr. Pranav Joshipura.	16/10/2020	Word, Excel.
7	Ms. Payal Pandya.	17/10/2020	Excel.
	Dr. Mayuriben Patel Dr. Shruti Suthar.		Word.

Participants:	10/10	12/10	13/10	14/10	15/10	16/10	17/10
Ms. MITA R. SHAH	msk	msk	msk	msk	msk	msk	msk
Dr. PRANAV JOSHIPURA	prj	prj	prj	prj	prj	prj	prj
Ms. JYOTI M.PANCHAL	-	-	-	-	-	-	-
Ms. HETALBEN J. RAVAL	hrj	hrj	hrj	hrj	-	hrj	hrj
Ms. FALGUNI R. PATEL	fp	fp	fp	fp	fp	fp	fp

	10/10	12/10	13/10	14/10	15/10	16/10	17/10
Ms. BHARTI S. DALWADI	(B)	(B)	(B)	(B)	(B)	(B)	(B)
Dr. HEENA P. MEHTA	-	Hpm	-	Hpm	Hpm	-	Hpm
Dr. NARESHKUMAR D.DAVE	(D)	(D)	(D)	(D)	-	(D)	-
Dr. KIRTIKAMAL B.VAGHELA	KB	KB	KB	-	KB	KB	KB
Pro. BABUBHAI N.CHAUDHARI	(B)	(B)	(B)	(B)	-	(B)	(B)
Dr. JERAMBHAI V. PATEL	J	J	J	-	J	J	J
Dr. MUKESHCHANDRA C.GOR	(M)	(M)	(M)	(M)	-	(M)	(M)
Dr. RITA R. GANDHI	-	-	-	-	-	-	-
Dr. SHRUTI A. SUTHAR	S	S	S	S	-	S	S
Dr. BHARATBHAI M.TADVI	-	-	-	B	-	B	B
Dr. DIPTI M. PANDYA	-	P	P	P	P	P	P
Dr. KIRANKUMAR M.DAVE	K	K	K	K	K	K	K
Mr. ARUNBHAI B. GANVIT	(A)	(A)	(A)	(A)	-	(A)	(A)
Ms. PAYAL PANDYA.	-	P	P	P	P	P	P
Dr. RAKESH PRAJAPATI	P	P	P	P	-	P	P
Mr. HARESHBHAI M.PATEL	H	H	H	H	-	H	H
Ms. MAYURI D.PATEL	-	M	M	M	M	-	M



## Activity/Programme 2020-2021

**Title of Main Activity/Programme: Faculty Development/  
Training Programme.**

**Title/Subject of particular Activity/Programme:**

**(1) How to prepare Google form on desktop**

**(2) How to prepare Google form on mobile**

**Date: 4 & 5 January, 2021**

**Duration: 10:45 to 12:40**

**Instructors:**

**1. Dr. Pranav Joshipura.**

**2. Mrs. Payal Pandya**

<b>Participants:</b>	<b>4/1/2021</b>	<b>5/1/2021</b>
Ms. MITA R. SHAH	<i>Misha</i>	<i>Misha</i>
Ms. JYOTI M.PANCHAL	<i>Jyoti</i>	<i>Jyoti</i>
Ms. HETALBEN J. RAVAL	<i>Hetal</i>	<i>Hetal</i>
Ms. FALGUNI R. PATEL	<i>Fl</i>	<i>Fl</i>
Ms. BHARTI S. DALWADI	-	<i>Bh</i>
Dr. HEENA P. MEHTA	<i>Hmehta</i>	<i>Hmehta</i>
Dr. NARESHKUMAR D.DAVE	<i>N.Dave</i>	<i>N.Dave</i>
Dr. KIRTIKAMAL B.VAGHELA	<i>KB</i>	<i>KB</i>
Pro. BABUBHAI N.CHAUDHARI	<i>Bu</i>	<i>Bu</i>
Dr. JERAMBHAI V. PATEL	<i>JV</i>	<i>JV</i>
Dr. MUKESHCHANDRA C.GOR	<i>M.C.Gor</i>	<i>M.C.Gor</i>
Dr. RITA R. GANDHI	<i>Rg</i>	<i>Rg</i>
Dr. SHRUTI A. SUTHAR	<i>Shu</i>	<i>Shu</i>
Dr. BHARATBHAI M.TADVI	<i>Bt</i>	<i>Bt</i>
Dr. DIPTI M. PANDYA	<i>Dm</i>	<i>Dm</i>
Dr. KIRANKUMAR M.DAVE	<i>K.M.Dave</i>	<i>K.M.Dave</i>
Mr. ARUNBHAI B. GANVIT	<i>A.B.Ganvit</i>	<i>A.B.Ganvit</i>
Dr. RAKESHKUMAR A.PRAJAPATI	<i>R.Prajapati</i>	<i>R.Prajapati</i>
Mr. HARESHBHAI M.PATEL	<i>H.M.Patel</i>	<i>H.M.Patel</i>
Ms. MAYURI D.PATEL	<i>M.D.Patel</i>	<i>M.D.Patel</i>